

REQUEST FOR PROPOSALS
COMMUNITY CHILD CARE INITIATIVES GRANTS

October 1, 2005 through September 30, 2006



Administered by the
Wisconsin Department of Workforce Development
Division of Workforce Solutions/Bureau of Workforce Programs
Child Care Section

August 2005

**TIMETABLE FOR
COMMUNITY CHILD CARE INITIATIVES GRANT APPLICATIONS
AND DISTRIBUTION OF FUNDS**

Funding Period: October 1, 2005 through September 30, 2006

Matching Period: October 1, 2005 through September 30, 2006

Funding Applications Distributed		August 24, 2005
Technical Assistance Conference Call		September 7, 2005 at 1:00 p.m.
Applications Due		September 23, 2005 (4:30 p.m.)
Grant Period Begins		October 1, 2005
Grant Period Ends		September 30, 2006
Reporting of match expenditures		Quarterly
Expense Reporting/Payment Dispersed		Monthly
Program Reports Due		To be determined
Final expense reporting and adjustments deadline		December 31, 2006

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PART I: GENERAL INFORMATION

1.1 BACKGROUND

This Request for Proposals (RFP) reflects Federal Regulations (45CFR Subtitle A), Wisconsin Statute (S. 49.137(4m), Stats.), and Wisconsin Administrative Code (DWD 59, Wis.Adm.Code), and establishes the requirements for Community Child Care Initiatives Grant (CCCIG) funds. **This is an invitation for all eligible parties to apply for Community Child Care Initiatives Grant funds.**

Purpose of Grants: Community Child Care Initiatives Grants are made available to assist local government jurisdictions and American Indian tribes in improving the quality, supply and accessibility of child care.

Source of Funds: Funding for these grants comes from the Matching Fund of the Child Care Development Fund (CCDF), administered by the US Department of Health and Human Services. The Catalog of Federal Domestic Assistance identifies these dollars as program 93.596.

Amount of Funding: Under 2005 Wisconsin Act 25, the 2005-2007 Biennial Budget Act, \$2,478,500 are available for this grant period.

Length of Funding: This grant offering is for an "Initial Grant" of 12 months. Two years of "Continuing Grants" at up to 75% of Initial Grant funding are available pending appropriation of adequate funding and completion of the application process.

Eligible Applicants: All local government jurisdictions and American Indian tribes are eligible to apply for Initial Grants if they:

- identify eligible matching expenditures from locally generated funds;
- comply with federal reporting requirements; and
- identify uses of the grant money consistent with federal and state rules and this RFP.

Previously successful applicants have identified existing local expenditures on child care which met federal requirements for match. No **new** expenditures of local funds have been needed to meet the match requirements for these grants.

There is no guarantee that this funding will be ongoing. Appropriations are dependent on available federal funding and state budget action.

Note: Throughout this RFP, the term "jurisdiction" is used to identify local government entities with taxation authority and federally recognized American Indian tribes. Examples of jurisdictions include counties, tribes, municipalities, public school districts, and Wisconsin Technical College districts.

1.2 ISSUING AGENCY

This RFP is issued for the State of Wisconsin by the Department of Workforce Development (DWD) and DWD is the sole point of contact in the selection process for this RFP.

1.3 ELIGIBILITY

Any local government jurisdiction or American Indian tribe, which identifies matching expenditures, is eligible to apply. Jurisdictions may apply singly, cooperatively or collaboratively. See Section 1.8 for additional information on these application types.

Applicant agencies must be units of government that certify match expenditures. Private agencies are not eligible to apply due to requirements surrounding the match. (However, private agencies may perform work under the grants via subcontract with a grantee jurisdiction).

1.4 FUNDING AVAILABLE AND MATCH REQUIREMENT

Statewide, \$2,478,500 is available for funding this RFP. The amount of an individual grant depends on the amount of match identified, the fair share allocation for the county or counties to be served by the grant, the competition for funds within a county, the competition for funds statewide, and the amount of money requested. Adjustments to grants may also be made based on past performance in matching Initial Grants at the commitment levels.

Following are the terms under which a jurisdiction may receive federal dollars under this RFP:

Funding: Fair-Share Formula

Funding is initially available on a “fair share” formula basis. The amount of money designated for serving the residents of each county is based on births to residents of that county and the proportion of children in poverty in that county. See Appendix 3 for the fair share amount for each county. Many jurisdictions, such as tribes, school districts, and Wisconsin Technical College Districts, serve residents of more than one county. These jurisdictions will be able to access funds from each county whose residents they serve, on a proportional basis.

If a county’s fair share is not requested by eligible jurisdictions within the county, funds will be made available for jurisdictions in counties where requests exceeded the fair share amount. This statewide fund will be allocated on the basis of overmatch.

Match

Match expenditures must be at least 74.5 percent of requested federal funds. Alternatively stated, you may ask for up to \$136 in grant funds for every \$100 in matching expenditures.

EXAMPLE

Devil River County spends \$200,000 per year on technical assistance to child care centers caring for children with special needs, of which \$100,000 is a combination of Social Services block grant funding and match to that block grant funding. The remaining \$100,000 is strictly local property tax money. On the basis of this \$100,000 per year, Devil River County can apply for up to \$136,000.

Applicants are encouraged to certify all eligible matching expenditures, rather than just enough to qualify for the requested funds. If more dollars are requested than are available in a particular county, the statewide formula will work to the advantage of jurisdictions certifying overmatch. The additional match is also good insurance against audit exceptions related to match, and may help the state claim additional federal funds, such as dollars reallocated from other states.

1.5 IDENTIFYING MATCH

To qualify as match, expenditures must be from non-federal, non-state public dollars under the direct control of the matching jurisdiction. Typically, these are local tax levy dollars or tribal enterprise funds.

Match expenditures cannot be used as match or Maintenance of Effort for any other federal funds, including federal funds received as part of state Community Aids or other amalgamated aids. Except

for Community Development Block Grant funds, no federal funds may be used as match expenditures.

You will be projecting match expenditures for this application. Qualifying match expenditures must occur between October 1, 2005 and September 30, 2006, and be used for child care purposes, such as:

- Child care services for low income working families or for crisis/respite child care in Protective Services situations (additional documentation required—See Appendix 6)
- Technical Assistance to child care providers. For example, mentoring provided to providers serving children with disabilities.
- Assistance to parents in finding child care. For example, helping Child Care Resource and Referral Agencies cover the cost of providing low income working parents with a more comprehensive referral to child care services.
- Quality improvement activities, including those addressing teacher and director education, learning environment, curriculum, and professional practices. For example, the amount of local tax levy that can be identified for the costs of administering a child care quality improvement assessment.
- Parent education in conjunction with child care. For example, a public health nurse might spend half of his/her time traveling to child care centers and teaching parents about health management of children.
- Public pre-kindergarten (4-year old kindergarten or services to children, ages 3 to 5, with special needs) provided to low income children. [No more than 20% of total match package. See sample calculation at Appendix 7.]
 1. Must use local contribution only. State Aids are already used as match to federal funds.
 2. May use percent of school district children in free and reduced lunch program to identify proportion of expenditures for low income children.
- Enhanced services for children in child care, such as library services or case management services provided on-site at child care centers or field trips and transportation provided to children as part of their child care services.

Please note that the jurisdiction may be directly providing these services or contracting for them. In either case, the expense can be counted as an eligible matching expenditure the jurisdiction.

Expenditures which are NOT allowed to count as match:

- Purchase of real estate
- Construction, including major remodeling
- K-12 public education or care services provided to K-12 students during the regular school day
- Fees collected from parents
- In-kind contributions

See Appendix 5 for additional definition of terms (Subpart A) and allowable match expenditures and grant expenditures (Subpart F).

Examples of where to look for match:

- Wisconsin Technical College District budgets for local expenditures on provider education
- County budgets, including Birth to 3 services directly related to child care technical assistance and not used as maintenance of effort or match to other funds.
- County child care certification program costs above those paid by state funds.
- County child care administrative costs above those paid by state funds.

- Tribal child care programs.
- School Districts (examples include after-school child care for low income children under age 12, pre-kindergarten programs, child-care-related transportation)
- Public Health agencies (examples include health services and health education provided at child care programs)
- Municipal budgets (for example, library services delivered to child care programs)
- Contracts with local Child Care Resource and Referral Agencies for technical assistance, quality improvement assessments, enhanced referral services, public education, etc.

1.6 USE OF GRANT FUNDS

Grant Funds must be expended between October 1, 2005, and September 30, 2006.

Funds may be used for a variety of activities to increase the supply, quality or accessibility of regulated child care services, activities that help parents make informed choices on child care and activities that educate the public on child care. For example:

- 1) Increasing local participation in statewide initiatives such as:
 - a) Support programs working towards improved professional practices, learning environments and curricula in child care programs.
 - b) Improve the availability of credit-based professional development coursework for providers, which would qualify the provider for scholarships and bonuses under the TEACH program, or increased retention bonuses under REWARDS.
 - c) Promoting accreditation and re-accreditation of child care programs.
 - d) Invest in the Think Big, Start Small Campaign which provides public information on choosing child care or the importance of quality child care and early learning
 - e) Implementation of local child care based family friendly practices and policies including Strengthening Families strategies (www.cssp.org).
 - f) Other emerging strategies to promote quality child care statewide.
- 2) Locally-designed efforts to Improve the quality and supply of child care services. Examples include building a pool of substitute providers, reducing turnover of child care providers by maintaining access to health insurance, providing technical assistance or training to improve the skills of child care providers, providing start up grants to meet gaps in services, etc.
- 3) Services to include children with disabilities into child care settings—inclusive child care. Examples include technical assistance to providers in caring for the extraordinary needs of specific children, and purchase of equipment needed to assist the child in participating in child care, such as nebulizers, adaptive learning equipment, etc.
- 4) Building services for mildly ill child care. For example, starting up an itinerant certified provider service to care for ill children in their own home or equipping a sick room in an existing facility.
- 5) Staffing for local collaborative planning for child care to improve the delivery of early care and education services to children and their families or to develop a community plan for meeting the child care needs related to 4-year old kindergarten for children in working families.
- 6) Child care for children documented to be receiving or in need of Protective Services (additional documentation required—See Appendix 8)

Note: Applicants are urged to consult their local Child Care Resource and Referral (CCR&R) Agency in formulating grant plans to identify existing programs and resources and avoid using grant funds to duplicate those programs. See appendix 3 for a county-by-county and tribe-by-tribe listing of CCR&R Agencies.

1.7 RESTRICTIONS ON USE OF FUNDS

CCCIG funds may **NOT** be used for:

- Purchase of real estate
- Construction, including major remodeling
- K-12 education or care services provided to K-12 students during the regular school day
- Direct purchase or payment of child care services, unless it is crisis/respite child care for a child who is receiving or is in need of Protective Services
- Public pre-Kindergarten services.

1.8 TYPES OF APPLICATIONS

- A. **Single Application.** A jurisdiction may apply alone, certifying all match required for the requested funds. If a jurisdiction has the match and is not interested in the advantages associated with cooperative or collaborative applications, this may be the simplest and most efficient application. Single applicants will be limited to 5% of awarded funds for administrative costs *. No more than 20% of match may come from public pre-kindergarten programs or pre-school programs operated by public school districts. If multiple departments of the same jurisdiction are applying, the application is a "Single" application. The applicant is the overall jurisdiction.
- B. **Cooperative Applications.** Several jurisdictions may work together to identify match and plan their programs and applications. Each applicant completes their own certification of match, and their own application. Plans for grant funds may vary from application to application. **The applications must be submitted together in the same envelope.** Cooperative applicants will be limited to 10% of awarded funds for administrative costs *. No more than 20% of match for the package of cooperative applications may come from public pre-kindergarten programs or pre-school programs operated by public school districts. No applicant may receive more in grant funds than their own match earns. Cooperative applicants must complete Section I.A of the application.
- C. **Collaborative Applications.** Several jurisdictions may work together to identify match and plan their programs. The collaborative completes one application, appointing and identifying a lead agency that will be responsible for administering the grant. Each member of the collaborative will certify its own match. The lead agency must be a member of the collaborative and a major provider of match. As an incentive to jurisdictions to submit collaborative applications, the Department will allow, at its discretion, up to 15% of awarded funds for administrative costs* rather than the 5% limit for Single and 10% for Cooperative applications. No more than 20% of the total collaborative's match package may come from public pre-kindergarten programs or pre-school programs operated by public school districts. Grant dollars may be distributed among collaboration members according to agreement amongst the members and approved in the application. Collaborative applicants are required to complete Section I.B of the application.

* See Appendix 5, Section 98.52 for the federal description of administrative costs.

1.9 REPORTING REQUIREMENTS

All grantees will be required to submit two program reports during the grant period. Reports will cover the period from October 1, 2005 to March 31, 2006, and from April 1, 2005 to September 30, 2006. Reports format and due dates will be specified by DWD. Information required will include a summary of expenditures to date, activities funded, recipients of services, and any outcomes.

All grantees will be required to report and certify their matching expenditures quarterly on forms supplied by DWD.

1.10 HOW TO APPLY

A. Appearance

All applications must be typed or produced on a word processor on white paper, be clearly readable, and on single-sided sheets. Do not use type size smaller than that which you are now reading (10 point). Applications must be stapled in the upper left-hand corner. **Do not** submit applications in binders or folders. **Do not** submit applications electronically or by fax. Please return only the application pages of this RFP (pages 15 through 27, plus any additional pages you attach). Please do not return this entire RFP document.

B. Number of Copies

The applicant must submit one (1) original and two complete, stapled copies of the application. Copies, like the original, may be printed on both sides if the paper used is at least 20 pound—standard quality office paper. If a lighter weight paper is used, the application and copies must be on single-sided sheets.

C. Due Dates

Applications must be postmarked or received by 4:30 p.m., central daylight time (CDT), on Friday, September 23, 2005. Proposals may be mailed or hand delivered. Faxes or electronic copies of the application or portions of the application will not be accepted. A proposal will be considered to have been received on time if:

1. The proposal is mailed to the individual listed below and is postmarked by 4:30 p.m. CDT on Friday, September 23, 2005.

Barbara Stiefvater, Grants Specialist
Child Care Section
201 E Washington Ave., Room E-100
PO Box 7972
Madison, WI 53707-7972

2. For personal hand deliveries, the application must be received at the below address by 4:30 p.m. CDT on Friday, September 23, 2005:

Barbara Stiefvater, Grants Specialist
Child Care Section
201 E. Washington Ave.
GEF 1, Room E-100
Madison, WI 53702

Late applications will not be reviewed unless project funding remains uncommitted after the on-time applications have been reviewed, and those found eligible are fully funded.

1.11 CHILD CARE SECTION WEB SITE

If warranted, Frequently Asked Questions (FAQs) will be posted at:
<http://dwd.wisconsin.gov/dws/programs/childcare/grants/default.htm> .

This application is also posted at that web address.

Printed copies of this application are also available upon request.

1.12 TECHNICAL ASSISTANCE

Answers to questions about the application guidelines and other technical assistance regarding the RFP are available by contacting Barbara Stiefvater at barbara.stiefvater@dwd.state.wi.us or (608) 266-8200. Email is preferred.

For assistance in identifying child care needs and resources in your area, contact your local Child Care Resource and Referral agency. See Appendix 6 for an agency directory.

A technical assistance conference call is scheduled for 1:00 p.m. on Wednesday, September 7. To participate, you must reserve a phone line. To do so, call or email Barbara Stiefvater at 608-266-8200 or barbara.stiefvater@dwd.state.wi.us. You will receive additional information regarding the conference call and the phone number needed to join the conference call. If needed to accommodate all interested parties, the call will be repeated on Tuesday, September 13 at 10:00 a.m.

PART II: APPLICATION INSTRUCTIONS

The following are line-by-line instructions for filling out your application for Community Child Care Initiatives Grants. Section numbers and line numbers are the same as the application section and line numbers.

Note: Throughout this RFP, the term “jurisdiction” is used to identify local government entities with taxation authority and federally recognized American Indian tribes. Examples of jurisdictions include counties, tribes, municipalities, public school districts, and Wisconsin Technical College districts.

SECTION I: APPLICATION INFORMATION

A. Applicant Information

1. TYPE OF APPLICATION. Check the box that describes the type of application that you are submitting. See Part I, Section 1.8 for the 3 types of application.
2. NAME OF APPLICANT JURISDICTION (Lead Agency for Collaborative Applications). Indicate the name of your local government jurisdiction. Examples include “Brown County” or “City of Platteville” or “Forest County Potawatomi Tribe”. If you indicated on Line 1 that you are filing a “Collaborative” application, indicate the name of the member of the collaborative that will be the lead agency. See Section I.B of these instructions for additional information on the lead agency.
3. STREET ADDRESS: Fill in the street address for the Applicant Jurisdiction (Lead Agency for Collaborative Applications). **DO NOT USE A POST OFFICE BOX IN THIS SECTION.**
4. MAILING ADDRESS: Fill in the mailing address for the Applicant Jurisdiction (Lead Agency for Collaborative Applications). A Post Office Box is permitted in this section.
5. CONTACT PERSON: Fill in the name of the employee who will be responsible for day-to-day administration of this grant.
6. TITLE: Fill in the job title of the contact person.
7. CONTACT PERSON’S TELEPHONE NUMBER: Fill in the telephone number of the contact person, including any extension.
8. CONTACT PERSON’S FAX NUMBER: Fill in the fax number of the contact person
9. CONTACT PERSON’S E-MAIL ADDRESS: Fill in the e-mail address of the contact person.
10. JURISDICTION’S FISCAL YEAR: Fill in the fiscal year the Applicant Jurisdiction (Lead Agency for Collaborative Applications) operates under.
11. APPLICANT JURISDICTION TYPE: Check the box that describes the type of jurisdiction the Applicant Jurisdiction (Lead Agency for Collaborative Applications) is.
12. FEDERAL EMPLOYER IDENTIFICATION NUMBER: Fill in the Federal Employer Identification Number (FEIN) for the Applicant Jurisdiction (Lead Agency for Collaborative Applications).
13. NAME AND TITLE OF AUTHORIZED OFFICIAL: Enter the name and title of the official who is signing the application on behalf of the Applicant Jurisdiction (Lead Agency for Collaborative Applications).

14. SIGNATURE OF AUTHORIZED OFFICIAL: The official's original signature.

15. DATE COMPLETED: Fill in the date the application is completed.

SECTION I.A NAMES OF COOPERATING APPLICANTS AND THEIR CONTACT PERSONS

Only applicants who checked "Cooperative" in Section 1 above need to complete this section. Fill in the name of each cooperating applicant and their contact person as they appear on those jurisdictions' applications.

SECTION I.B COLLABORATING APPLICANT FORMS

Only applicants who checked "Collaborative" in Section 1 above need to complete this section.

1. For each jurisdiction in a collaborative, list the name of the jurisdiction, the contact person who can respond to questions about their match on behalf of the jurisdiction, and that person's phone number and e-mail address.
2. List each jurisdiction participating in the collaborative. **For each jurisdiction, obtain the signature of an official authorized to make the assurances on behalf of the jurisdiction.** Complete the name, title, and date of signing.

SECTION II: GRANT INFORMATION

A. Grant Information

1. JURISDICTION(S) TO BE SERVED WITH REQUESTED FUNDS: Describe the political boundaries to be served with the requested funds. For example, City of Beloit, City of Whitewater, School District of Cumberland, Lakeshore Technical College District, Oneida Reservation.
2. COUNTY OR COUNTIES IN WHICH SERVICE WILL BE PROVIDED: Give the name of each county in which services will be provided. For the examples above, the response might be, Rock County, Walworth and Jefferson Counties, Barron County, Manitowoc and Sheboygan Counties, and Brown and Outagamie Counties.
3. ADDITIONAL COUNTY OR COUNTIES WHOSE RESIDENTS WILL BE SERVED WITH THIS PROPOSAL: List any additional counties whose residents are likely to receive services under the proposed project. Typically, this would include residents of contiguous counties who are likely to travel to the service. For example, a technical college may draw students from a number of counties not included in its district.
4. ESTMATED PERCENTAGE OF SERVICE FOR EACH COUNTY LISTED IN ITEMS 2 AND 3 ABOVE: Fill in an estimate of the proportion of services recipients from each county will receive from services funded by this application. For example, a technical college might estimate 45% of service recipients will be residents of Manitowoc County, 40% of service recipients will be residents of Sheboygan County, 10% of service recipients will be residents of Kewaunee County, and 5% of service recipients will be residents of Calumet County. The City of Beloit might estimate that 100% of service recipients will be residents of Rock County. Your total must equal 100% and cannot include a non-specific response such as "other".

B. Match Description

Note: If this is a collaborative application, each matching jurisdiction must complete a copy of this form and include it in the collaborative application. If this is a single or cooperative

application, each applicant must complete a copy of this form and submit it with its own application.

1. **SOURCE OF FUNDS:** Indicate the source of the revenue that is being identified as match. Examples include local tax levies, tribal enterprises, and interest on reserve funds. Applicants can only identify their own funds as match. See Appendix V for the federal regulations that govern the match. Section 98.53 relates to match requirements.
2. **EXPENDITURES:**
 - a. This section indicates the child care expenditures that federal law permits as match. For the matching activities that you will be describing, check the boxes that apply.
 - b. In this section, describe the matching expenditures. If there are multiple, separate child care activities counted as match, please list all, and indicate for each the amount of match counted for that activity, the services provided, who the services are provided to, the provider of the service, and the cost allocation used to identify the child care portion of the cost if it is a multi-purpose program. This description need not be exhaustive, but should provide sufficient detail for DWD to determine whether or not the expenditure meets the requirements of federal law and this RFP.
 - c. At the end of this section, total the match described in the narrative section. Finally, identify the amount of the total match that comes from public pre-kindergarten expenditures. The amounts entered in this section controls the maximum grant available to you. The amount of match that you enter cannot be revised upward once the application deadline has closed.

SECTION III: CERTIFICATION OF MATCHING EXPENDITURE

This certification must be completed and signed for each jurisdiction providing match. For “Single” or “Cooperative” Applications, there will typically be one Certification of Matching Expenditure. For “Collaborative” Applications, there will be one from each of the collaborating jurisdictions. **The certification must be signed by an official with the authority to commit the jurisdiction to the certification and assurances.**

SECTION IV: GRANT REQUEST

1. **TOTAL REQUESTED FUNDS:** Fill in the amount of Community Child Care Initiatives Grant funding that you are requesting. This amount will be the maximum grant you can receive and cannot be revised upward once the application deadline has closed. For “Single” and “Cooperative” Applications, the requested amount cannot exceed 136% of identified match for the individual applicant. For “Collaborative” Applications, the requested amount cannot exceed 136% of identified match for the entire collaborative.
2. **DESCRIPTION OF USE OF GRANT FUNDS:**
 - a. This section indicates the child care expenditures that are permitted for this grant. Check the boxes that apply for the proposed grant activities that you will be describing.
 - b. In this section, describe the proposed grant expenditures. If there are multiple, separate child care activities planned, please list all, and indicate for each the approximate amount planned for that activity, the services that will be provided, who the services will be provided to, the provider of the service (if known), and the cost allocation basis used to identify the child care portion of the cost if it is a multi-purpose program. This description need not be exhaustive, but should provide sufficient detail for DWD to determine whether or not the expenditure meets the requirements of federal law and this RFP.

SECTION V: DESCRIPTION OF PLANNING PROCESS

- A. **ORGANIZATIONS AND INTERESTS INVOLVED IN PROPOSAL:** Indicate the organizations and interests that you worked with in deriving this proposal. This would include groups you worked with to identify needs, partners you planned service delivery with, and other participants in the process. This would include all cooperating or collaborative jurisdictions as well as other stakeholders.
- B. **PROCESS:** Indicate whether this was a formal planning activity, or an informal one. Formal planning activities might include a formal committee appointed to develop the proposal, an on-going council that developed the proposal for a jurisdiction or group of jurisdictions, or a formal hearing process. An informal process might include networking and consultation in a less formal setting.
- C. **CONTINUITY OF IMPLEMENTATION WITH THESE PLANNING PARTNERS:** Will this process continue?
- D. **SIGNING OFFICIAL:** This should be the same individual as the signing official in SECTION I of the application.

SECTION VI: CERTIFICATION OF COMPLIANCE WITH PROVISIONS OF THIS RFP

SIGNING OFFICIAL: This should be the same individual as the signing official in SECTION I of the application.

SECTION VII

The applicant (or Lead Agency for Collaborative Applications) must complete and return this W-9 tax form with the application

**PART III: 2005-2006
COMMUNITY CHILD CARE INITIATIVE GRANT (CCCIG)
APPLICATION**

SECTION I: APPLICATION INFORMATION

A. Applicant Information

1. Type of Application (Check One) <input type="checkbox"/> Single <input type="checkbox"/> Cooperative (Complete Section I.A.) <input type="checkbox"/> Collaborative (Complete Section I.B.)	
2. Name of Applicant Jurisdiction (Lead Agency for Collaborative Applications): 	
3. Street Address: _____ City: _____ Zip Code: _____	
4. Mailing Address: _____ City: _____ Zip Code: _____	
5. Contact Person Name:	6. Title:
7. Contact Person Telephone Number: ()	8. Contact Person Fax Number: ()
9. Contact Person's E-Mail Address:	10. JURISDICTION FISCAL YEAR: From (Month/Day): To (Month/Day):
11. Applicant Jurisdiction: <input type="checkbox"/> County <input type="checkbox"/> Tribe <input type="checkbox"/> City <input type="checkbox"/> School District <input type="checkbox"/> WTCS <input type="checkbox"/> Other: _____ .	
12. Federal Employer Identification Number:	
13. Authorized Official Name and Title:	
14. Signature of Authorized Official	15. Date Completed

SECTION I.A: Names of Cooperating Applicants and their Contact Persons should appear the same as on the individual applications. ***Only Cooperative Applicants are required to fill out this section.*** See Section 1.8., Types of Applications (Page 8).

Cooperating Agency Name #1:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #2:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #3:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #4:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #5:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #6:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

SECTION I.B: Collaborating Applicant forms. ***Only Collaborative Applicants are required to complete this form.***
See Section 1.8, Types of Applications (Page 8).

1. Names of collaborating jurisdictions and contact information. Contacts should be knowledgeable about the match certified for their respective jurisdiction.

Cooperating Agency Name #1:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #2:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #3:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #4:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #5:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #6:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

SECTION I.B: (Continued)

2. Certification of Collaboration. The undersigned, as authorized representatives of the named jurisdictions, certify the jurisdiction named as applicant in section I.B of this application, is designated as the lead agency in this collaborative application. The lead agency is authorized to contract with the Department of Workforce Development on behalf of the jurisdictions named in this certification. The lead agency will receive and disperse all grant funds on behalf of the collaborative. The lead agency will be accountable for agreement performance. However, all members of the collaborative must abide by all terms of this RFP and subsequent agreement.

Jurisdiction #1:

Authorized Official Name/Title:

Signature of Authorized Official: _____ Date Signed: _____

Jurisdiction #2:

Authorized Official Name/Title:

Signature of Authorized Official: _____ Date Signed: _____

Jurisdiction #3:

Authorized Official Name/Title:

Signature of Authorized Official: _____ Date Signed: _____

Jurisdiction #4:

Authorized Official Name/Title:

Signature of Authorized Official: _____ Date Signed: _____

Jurisdiction #5:

Authorized Official Name/Title:

Signature of Authorized Official: _____ Date Signed: _____

Jurisdiction #6:

Authorized Official Name/Title:

Signature of Authorized Official: _____ Date Signed: _____

SECTION II: GRANT INFORMATION

A. Grant Information

1. JURISDICTION(S) TO BE SERVED WITH REQUESTED FUNDS:
2. COUNTY OR COUNTIES IN WHICH SERVICE WILL BE PROVIDED:
3. ADDITIONAL COUNTY OR COUNTIES WHOSE RESIDENTS WILL BE SERVED WITH THIS PROPOSAL:
4. ESTIMATED PERCENTAGE OF SERVICE FOR EACH COUNTY LISTED IN ITEMS 2 AND 3 ABOVE:

B. Match Description

Complete a copy of this section for each matching child care related expenditure being claimed. Collaborative applications will require at least one copy of this section for each matching partner.

Description of Matching Expenditure:

<p>1. a. NAME OF MATCHING JURISDICTION:</p> <p>b. SOURCES OF FUNDS (for example: property taxes, traffic fines, tribal enterprises, W-2 Performance Bonus):</p>	
<p>2. EXPENDITURES</p> <p>a. Check all that apply:</p> <ul style="list-style-type: none"><input type="checkbox"/> Provide low-income families with financial resources to find and access quality child care for their children (additional documentation required)<input type="checkbox"/> Enhance the quality and increase the supply of child care for all families, including those who receive no direct assistance under CCDF<input type="checkbox"/> Provide parents with a broad range of options in addressing their child care needs<input type="checkbox"/> Improve the quality of and coordination amongst child care programs and early childhood development programs<input type="checkbox"/> Increase the availability of early childhood development and before- and after-school care services<input type="checkbox"/> Consumer education regarding child care<input type="checkbox"/> Improving the health and safety aspects of child care, including regulation of child care<input type="checkbox"/> Provide crisis/respite child care for children receiving or in need of protective services (additional documentation required)	
<p>b. Description of program or services for which match funds are spent. Your description should include services provided, who the services were provided to, the provider of services, and any cost allocation used to reasonably identify the child care portion of a multi-purpose program. For example, if you use as match public health nursing services at child care centers to decrease injury and contagious disease, you might identify the portion of a position deployed to this purpose and the cost of the position (salary, fringe and support costs). Use of funds must be allowable under sections 98.50 and 98.51 of the federal regulations. See appendix VII.</p>	
<p>c. Total projected match from October 1, 2005 through September 30, 2006</p>	<p>\$</p>
<p>Amount of total projected match from public pre-kindergarten</p>	<p>\$</p>

SECTION III: CERTIFICATION OF MATCHING EXPENDITURE

Each jurisdiction providing match must complete this section. If this is a collaborative application, there should be one certification for each member of the collaborative.

CERTIFICATION OF MATCHING EXPENDITURE

This certification is in compliance with Section 98.53 (e)(1), Code of Federal Regulations.

The undersigned certifies that he or she possesses legal authority and capacity to enter into an agreement with the State of Wisconsin, and to commit _____ (name of Jurisdiction providing match) to the assurances and certifications below.

The undersigned certifies that the matching expenditures listed in Section 2, Item C of this application are for allowable activities that meet the goals and purposes of the Child Care and Development Block Grant Act of 1990, as amended. (Title 45, Section 98.53 (c)(2), CFR)

The undersigned certifies that the matching expenditures listed in Section 2, Item C of this application are from public funds appropriated directly to the Applicant Jurisdiction.

The undersigned certifies that the matching expenditures listed in Section 2, Item C of this application are from non-federal funds, unless federal law specifically authorizes that these funds be allowed as match to other federal funds. (Title 45, Section 98.53 (e)(1)(iii), CFR).

The undersigned certifies that the Applicant Jurisdiction will cooperate with audits required by federal law, including the Child Care and Development Block Grant Act of 1990 and Title 45, Section 98.65, CFR.

The undersigned accepts, on behalf of the Applicant Jurisdiction, the responsibility to repay any portion of their Community Child Care Initiatives Grant received as match that is disallowed by an audit under Title 45, Section 98.65 CFR.

Name of Authorized Official

Title of Authorized Official

Signature of Authorized Official

Date Signed

SECTION IV: GRANT REQUEST

The maximum grant request is equal to 136% of your total identified (projected) match. You will not receive more than your requested funds.

Your grant request may exceed the Fair Share allocation for the county or counties that you will be serving. Funding above Fair Share allocations will occur if money becomes available from other counties.

1. TOTAL REQUESTED FUNDS: \$

2. DESCRIPTION OF USE OF GRANT FUNDS:

a. Check all that apply:

- ☐ Enhance the quality and/or increase the supply of child care for all families, including those who receive no direct assistance under CCDF.
- ☐ Provide parents with a broad range of options in addressing their child care needs.
- ☐ Improve the quality of and coordination amongst child care programs and early childhood development programs.
- ☐ Increase the availability of early childhood development and before- and after-school care services.
- ☐ Consumer education regarding child care.
- ☐ Improving the health and safety aspects of child care, including regulation of child care.
- ☐ Child care for children documented to be receiving or in need of protective services (additional reporting required).

b. **Description of program or services for which the new federal money will be spent.** Description should include services to be provided, who the services will be provided to, the intended provider of services, and any cost allocation used to reasonably identify the child care portion of a multi-purpose program. For example, if you propose to begin public health nursing services at child care centers to decrease injury and contagious disease, you might identify the portion of a position to be deployed to this purpose, and the cost of the position salary, fringe, and support costs. Use of funds must be allowable under sections 98.50 and 98.51 of the federal regulations. See appendix VII.

SECTION V: DESCRIPTION OF PLANNING PROCESS

A. What organizations and interests did you work with to derive this proposal? (For example: Child Care Resource and Referral, Child Care Providers, parents, family-serving organizations, schools):

B. Was this planning process formal (such as an on-going early childhood council), or informal?

C. Do you plan to continue to work with these planning agencies during the implementation of the grant?

Name of Authorized Official

Title of Authorized Official

Signature of Authorized Official

Date Signed

SECTION VI: CERTIFICATION OF COMPLIANCE WITH PROVISIONS OF THIS RFP

(Name of Jurisdiction) certifies that the funds provided through this grant will be spent for the purposes permitted in this RFP, and as described by the Applicant Jurisdiction in the Application for Community Child Care Initiative Grant Funds.

Name of Authorized Official

Title of Authorized Official

Signature of Authorized Official

Date Signed



DO NOT send to IRS

Taxpayer Identification Number (TIN) Verification

Print or Type

Please see attachment or reverse for complete instructions.

This form can be made available in alternative formats to qualified individuals upon request.

Legal Name (as entered with IRS) If Sole Proprietorship or LLC Single Owner, enter your Last, First, MI	Entity Designation (check only one) <u>Required</u> <input type="checkbox"/> Individual/Sole Proprietor/LLC Single Owner <input type="checkbox"/> Corporation (includes service corporations) <input type="checkbox"/> Limited Liability Company - Partnership <input type="checkbox"/> Limited Liability Company - Corporation <input type="checkbox"/> Government Entity <input type="checkbox"/> Hospital Exempt from Tax or Government Owned <input type="checkbox"/> Long Term Care Facility Exempt from Tax or Government Owned <input type="checkbox"/> All Other Entities
Trade Name Enter Business Name if different from above.	Taxpayer Identification Number (TIN) If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you show the SSN. ----- Check Only One <u>Required</u> (see "Instructions") <input type="checkbox"/> Social Security Number (SSN) <input type="checkbox"/> Employer Identification Number (EIN) <input type="checkbox"/> Individual Taxpayer Identification Number for U.S. Resident Aliens (ITIN)
Remit Address (where check should be mailed) PO Box or Number and Street, City, State, ZIP + 4	
Order Address (where order should be mailed; complete only if different from remit) PO Box or number and street, City, State, ZIP + 4	
1099 Address (for return of 1099 form; complete only if different from remit) PO Box or number and street, City, State, ZIP + 4	

Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number, AND
2. I am not subject to back up withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to back up withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.
3. I am a U.S. person (including a US resident alien).

Printed Name	Printed Title	Telephone Number ()
Signature		Date (mm/dd/ccyy)

For Agency Use Only		
Agency Number	Contact	Phone Number
Change <input type="checkbox"/> Name <input type="checkbox"/> Address <input type="checkbox"/> Other (explain)		

Return completed form via facsimile machine or to the address listed below.

For your convenience this form has been designed for return in a standard Window envelope.

Forms may be returned to:

Fax Number: ()

Attn:

APPENDIX 1

GRANT AGREEMENT OBLIGATIONS

In the event of a grant award, the contents of this RFP (including all attachments), RFP addenda and revision, and the proposal from the successful vendor(s) will become contractual obligations. The Department of Workforce Development (DWD) reserves the right to negotiate the award amount, the programmatic goals, and the budget items with the selected vendor(s) prior to entering into an agreement.

Justifiable modification may be made in the course of the grant agreement only through prior consultation with and written approval of DWD. Failure of the successful vendor to accept these obligations may result in cancellation of the award.

WITHDRAWAL OF APPLICATION

Proposals may be withdrawn by written notice. Proposals may be withdrawn in person by the proposer or his/her authorized representative, providing his/her identity is made known and he/she signs a receipt for the proposal.

NOTIFICATION AND PUBLIC INFORMATION

Each applicant whose application is evaluated will receive written notice of the determination of approval or non-approval for funding of the proposed project. It is the intention of the state to maintain an open and public process in the submission, review, and approval of grant awards. All materials submitted by applicants will be made available for public inspection after notice of intent to award or not to award a grant based on the evaluation of the applications which were submitted.

WAIVER OF INFORMALITIES

The Department of Workforce Development reserves the right to accept or reject any or all responses to the RFP, waive minor informalities, and to accept only the most qualified applications in the judgment of DWD. The determination of whether an RFP condition is substantive or a mere formality shall reside solely with DWD.

INCURRING COSTS

The State of Wisconsin is not liable for any costs incurred by applicants in replying to this RFP.

SUBCONTRACTING

If the applicant plans to use subcontractors (including existing or new child care providers and technical assistance providers), this must be clearly explained in the application. However, the applicant will be responsible for the performance of all project activities and fiscal management of the grant funds whether or not subcontractors are used.

NEWS RELEASES

News releases pertaining to this award or any part of the proposal shall not be made without the prior written approval of DWD.

LEGAL SERVICES

Grant funds may be used to provide legal advice to the recipients, but the funds may not be used to support any legal action taken against the federal or state government.

APPENDIX 2
SAMPLE APPLICATION FORM

STATE OF WISCONSIN
DEPARTMENT OF WORKFORCE DEVELOPMENT
Division of Workforce Solutions

PART III: 2005-2006
COMMUNITY CHILD CARE INITIATIVE GRANT (CCCIG)
APPLICATION

SECTION I: APPLICATION INFORMATION

A. Applicant Information

1. Type of Application (Check One) <input type="checkbox"/> Single <input type="checkbox"/> Cooperative (Complete Section I.A.) <input checked="" type="checkbox"/> Collaborative (Complete Section I.B.)	
2. Name of Applicant Jurisdiction (Lead Agency for Collaborative Applications): Wisconsin Badger Technical College	
3. Street Address: 6602 Walnut Street City: Maribel Zip Code): 54227	
4. Mailing Address: PO Box 42 City: Maribel Zip Code: 54227-0042	
5. Contact Person Name: Sam Taylor	6. Title: Director of Business Operations
7. Contact Person Telephone Number: (920) 555-0000	8. Contact Person Fax Number: (920) 555-0021
9. Contact Person's E-Mail Address: samtaylor@email.edu	10. JURISDICTION FISCAL YEAR: From (Month/Day): July 1 To (Month/Day): June 30
11. Applicant Jurisdiction: <input type="checkbox"/> County <input type="checkbox"/> Tribe <input type="checkbox"/> City <input type="checkbox"/> School District <input checked="" type="checkbox"/> WTCS <input type="checkbox"/> Other: _____	
12. Federal Employer Identification Number: 39-12345676	
13. Authorized Official Name and Title: Susan B. Jones, President	
14. Signature of Authorized Official <i>Susan B. Jones, President</i>	15. Date Completed September 4, 2005

SECTION I.A: Names of Cooperating Applicants and their Contact Persons should appear the same as on the individual applications. ***Only Cooperative Applicants are required to fill out this section.*** See Section 1.8., Types of Applications (page 7).

Cooperating Agency Name #1:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #2:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #3:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #4:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #5:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #6:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

SECTION I.B: Collaborating Applicant forms. ***Only Collaborative Applicants are required to complete this form.***
See Section 1.8, Types of Applications (page 8).

1. Names of collaborating jurisdictions and contact information. Contacts should be knowledgeable about the match certified for their respective jurisdiction.

Cooperating Agency Name #1: Maribel Schools

Agency Contact Person/Title: James B. Administrator/Distr. Admin.

Telephone Number: (920) 222-2222

E-mail Address: Admin@mark-12.org

Cooperating Agency Name #2: Devil River County

Agency Contact Person/Title: Jane A. Smith/County Executive

Telephone Number: (920) 111-1111

E-mail Address: smith@co.devilriver.wi.us

Cooperating Agency Name #3: Wisconsin Badger Technical College

Agency Contact Person/Title: Sam Taylor/Director of Bus. Operations

Telephone Number: (920) 555-0000

E-mail Address: SamTaylor@email.edu

Cooperating Agency Name #4:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #5:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

Cooperating Agency Name #6:

Agency Contact Person/Title:

Telephone Number: ()

E-mail Address:

SECTION I.B: (Continued)

2. Certification of Collaboration. The undersigned, as authorized representatives of the named jurisdictions, certify the jurisdiction named as applicant in section I.B of this application, is designated as the lead agency in this collaborative application. The lead agency is authorized to contract with the Department of Workforce Development on behalf of the jurisdictions named in this certification. The lead agency will receive and disperse all grant funds on behalf of the collaborative. The lead agency will be accountable for agreement performance. However, all members of the collaborative must abide by all terms of this RFP and subsequent agreement.

Jurisdiction #1: Maribel Schools

Authorized Official Name/Title: James B. Administrator

Signature of Authorized Official: *James B. Administrator* Date Signed: 5/31/2002

Jurisdiction #2: Devil River County

Authorized Official Name/Title: Georgia P. Bartel

Signature of Authorized Official: *Georgia P. Bartel* Date Signed: _____

Jurisdiction #3: Wisconsin Bodger Technical College

Authorized Official Name/Title: Susan B. Jones, President

Signature of Authorized Official: *Susan B. Jones* Date Signed: 6/2/2002

Jurisdiction #4:

Authorized Official Name/Title:

Signature of Authorized Official: _____ Date Signed: _____

Jurisdiction #5:

Authorized Official Name/Title:

Signature of Authorized Official: _____ Date Signed: _____

Jurisdiction #6:

Authorized Official Name/Title:

Signature of Authorized Official: _____ Date Signed: _____

SECTION II: GRANT INFORMATION

A. Grant Information

<p>1. JURISDICTION(S) TO BE SERVED WITH REQUESTED FUNDS:</p> <p>Maribel School District, Devil River County, Selected areas of the Wisconsin Badger Technical College District.</p>
<p>2. COUNTY OR COUNTIES IN WHICH SERVICE WILL BE PROVIDED:</p> <p>Devil River, Waldo, and Lake Michigan</p>
<p>3. ADDITIONAL COUNTY OR COUNTIES WHOSE RESIDENTS WILL BE SERVED WITH THIS PROPOSAL:</p> <p>None</p>
<p>4. ESTIMATED PERCENTAGE OF SERVICE FOR EACH COUNTY LISTED IN ITEMS 2 AND 3 ABOVE:</p> <p>Devil River: 75%</p> <p>Waldo: 15%</p> <p>L. Michigan 10%</p> <p>These percentages are based on the proportion of Wisconsin Badger Technical College Students drawn from each of the 3 counties.</p>

B. Match Description

Complete a copy of this section for each matching child care related expenditure being claimed. Collaborative applications will require at least one copy of this section for each matching partner.

Description of Matching Expenditure:

<p>1. a. NAME OF MATCHING JURISDICTION: Wisconsin Badger Technical College</p> <p>b. SOURCES OF FUNDS (for example: property taxes, traffic fines, tribal enterprises, W-2 Performance Bonus):</p> <p>Wisconsin Badger Technical College District Tax Levy - Property Taxes.</p>	
<p>2. EXPENDITURES</p> <p>a. Check all that apply:</p> <ul style="list-style-type: none"><input type="checkbox"/> Provide low-income families with financial resources to find and access quality child care for their children (additional documentation required)<input checked="" type="checkbox"/> Enhance the quality and increase the supply of child care for all families, including those who receive no direct assistance under CCDF<input type="checkbox"/> Provide parents with a broad range of options in addressing their child care needs<input type="checkbox"/> Improve the quality of and coordination amongst child care programs and early childhood development programs<input type="checkbox"/> Increase the availability of early childhood development and before- and after-school care services<input type="checkbox"/> Consumer education regarding child care<input type="checkbox"/> Improving the health and safety aspects of child care, including regulation of child care<input type="checkbox"/> Provide crisis/respite child care for children receiving or in need of protective services (additional documentation required)	
<p>b. Description of program or services for which match funds are spent. Your description should include services provided, who the services were provided to, the provider of services, and any cost allocation used to reasonably identify the child care portion of a multi-purpose program. For example, if you use as match public health nursing services at child care centers to decrease injury and contagious disease, you might identify the portion of a position deployed to this purpose and the cost of the position (salary, fringe and support costs). Use of funds must be allowable under sections 98.50 and 98.51 of the federal regulations. See appendix VII.</p> <p>Wisconsin Badger Technical College Spends over \$200,000 per year on education of certified child care providers and administrators. 85% of these dollars are from local tax levy, with the balance of funds from student fees and state aids. Therefore, 85% of \$200,000 is eligible for use as match.</p>	
c. Total projected match from October 1, 2005 through September 30, 2006	\$ 170,000.00
Amount of total projected match from public pre-kindergarten	\$ 0.00

SECTION III: CERTIFICATION OF MATCHING EXPENDITURE

Each jurisdiction providing match must complete this section. If this is a collaborative application, there should be one certification for each member of the collaborative.

CERTIFICATION OF MATCHING EXPENDITURE

This certification is in compliance with Section 98.53 (e)(1), Code of Federal Regulations.

The undersigned certifies that he or she possesses legal authority and capacity to enter into an agreement with the State of Wisconsin, and to commit Wisconsin Badger Technical College _____ (name of Jurisdiction providing match) to the assurances and certifications below.

The undersigned certifies that the matching expenditures listed in Section 2, Item C of this application are for allowable activities that meet the goals and purposes of the Child Care and Development Block Grant Act of 1990, as amended. (Title 45, Section 98.53 (c)(2), CFR)

The undersigned certifies that the matching expenditures listed in Section 2, Item C of this application are from public funds appropriated directly to the Applicant Jurisdiction.

The undersigned certifies that the matching expenditures listed in Section 2, Item C of this application are from non-federal funds, unless federal law specifically authorizes that these funds be allowed as match to other federal funds. (Title 45, Section 98.53 (e)(1)(iii), CFR).

The undersigned certifies that the Applicant Jurisdiction will cooperate with audits required by federal law, including the Child Care and Development Block Grant Act of 1990 and Title 45, Section 98.65, CFR.

The undersigned accepts, on behalf of the Applicant Jurisdiction, the responsibility to repay any portion of their Community Child Care Initiatives Grant received as match that is disallowed by an audit under Title 45, Section 98.65 CFR.

Susan B. Jones

President

Name of Authorized Official

Title of Authorized Official

Susan B. Jones

6/3/2002

Signature of Authorized Official

Date Signed

SECTION IV: GRANT REQUEST

The maximum grant request is equal to 136% of your total identified (projected) match. You will not receive more than your requested funds.

Your grant request may exceed the Fair Share allocation for the county or counties that you will be serving. Funding above Fair Share allocations will occur if money becomes available from other counties.

1. TOTAL REQUESTED FUNDS: \$ 488,136.00

2. DESCRIPTION OF USE OF GRANT FUNDS:

a. Check all that apply:

- ☒ Enhance the quality and/or increase the supply of child care for all families, including those who receive no direct assistance under CCDF.
- ☐ Provide parents with a broad range of options in addressing their child care needs.
- ☐ Improve the quality of and coordination amongst child care programs and early childhood development programs.
- ☒ Increase the availability of early childhood development and before- and after-school care services.
- ☐ Consumer education regarding child care.
- ☒ Improving the health and safety aspects of child care, including regulation of child care.
- ☐ Child care for children documented to be receiving or in need of protective services (additional reporting required).

b. **Description of program or services for which the new federal money will be spent.** Description should include services to be provided, who the services will be provided to, the intended provider of services, and any cost allocation used to reasonably identify the child care portion of a multi-purpose program. For example, if you propose to begin public health nursing services at child care centers to decrease injury and contagious disease, you might identify the portion of a position to be deployed to this purpose, and the cost of the position salary, fringe, and support costs. Use of funds must be allowable under sections 98.50 and 98.51 of the federal regulations. See appendix VII.

1. Wisconsin Badger Technical College will use \$150,000 to update existing curriculum and develop and implement a higher level curriculum for the Early Childhood Education program. This work will incorporate state of the art findings regarding brain development and Wisconsin Early Learning Standards into the basic program, which serves approximately 75 existing and aspiring child care providers each year. However, the major work will be to develop a teacher mentoring program to help the 2000 early childhood teachers in the district continue to learn and excel in their professions. Funds will be spent to contract with a master teacher to carry out these tasks. There are several qualified individuals available to Badger Technical College, but the actual contractor will be selected through a competitive process.

2. Maribel Schools will use \$100,000 to start summer child care services as a wrap-around to their 6-week remedial summer school program. The child care program will provide full day services for 8 weeks during the summer, which will allow more children to attend summer school. The school surveyed its families twice in the past year to find out who attended summer school, who needed it, and why some families did not follow the school's recommendation for remedial summer school. The major reason that 40% of families did not follow the school's recommendation for remedial summer school for their elementary school-aged child was the difficulty of child care arrangements. These funds will be used to properly equip a care site and contract with a licensed child care provider to operate the program.

3. Devil River County will use \$238,100 to contract with the local Child Care Resource and Referral Agency to:

a. Develop a substitute child care provider service. (Estimated at \$50,000 for start-up costs associated with recruiting and training qualified substitute certified child care providers, promoting the service to area

family and center providers, carrying the front-end personnel costs, and managing the start-up business expenses.) This service will help providers stay in business by covering their respite and release time needs, help working parents avoid work disruptions, and keep children safe. If capacity permits, these providers can also work as temporary in-home care givers for ill children.

b. Develop and suppleiement a health insurance program for family child care providers serving low income children (Estimated at \$188,100). Speciifications are still general, but the intent is to use the program to enable and encourage family providers to stay in business, reach quality standards, and serve the county's 2500 low income children and 1000 children with significant disabilities. We anticipate that the insurance program will be developed for all or most child care workers and providers, but the supplement will be used as a incentive to care for low income children.

SECTION V: DESCRIPTION OF PLANNING PROCESS

- A. What organizations and interests did you work with to derive this proposal? (For example: Child Care Resource and Referral, Child Care Providers, parents, family-serving organizations, schools):

Wisconsin Badger Technical College initiated a meeting with counties, cities, school districts, police departments, parents and students, as well as traditional child care stakeholders. Many of these initial conferees indicated interest, but were not ready to follow through on collaborative planning. What emerged is the collaboration represented in this application, with regular advice from the Child Care Resource and Referral Agency, and periodic input from employers, parents, and various others.

- B. Was this planning process formal (such as an on-going early childhood council), or informal?

The collaborative was for the purpose of this grant and is formal.

- C. Do you plan to continue to work with these planning agencies during the implementation of the grant?

As partners, we will work together to achieve both compliance and outcomes. We will continue to seek input and feedback from the communities we serve. We hope to repeat this application next year for a broader collaborative effort.

Susan B. Jones

Name of Authorized Official

President

Title of Authorized Official

Susan B. Jones

Signature of Authorized Official

9/3/2005

Date Signed

SECTION VI: CERTIFICATION OF COMPLIANCE WITH PROVISIONS OF THIS RFP

Wisconsin Badger Technical College (Name of Jurisdiction) certifies that the funds provided through this grant will be spent for the purposes permitted in this RFP, and as described by the Applicant Jurisdiction in the Application for Community Child Care Initiative Grant Funds.

Susan B. Jone

Name of Authorized Official

President

Title of Authorized Official

Susan B. Jone

Signature of Authorized Official

9/3/2005

Date Signed



Taxpayer Identification Number (TIN) Verification

Print or Type

Please see attachment or reverse for complete instructions.

This form can be made available in alternative formats to qualified individuals upon request.

Legal Name (as entered with IRS) If Sole Proprietorship or LLC Single Owner, enter your Last, First, MI	Entity Designation (check only one) <u>Required</u> <input type="checkbox"/> Individual/Sole Proprietor/LLC Single Owner <input type="checkbox"/> Corporation (includes service corporations) <input type="checkbox"/> Limited Liability Company - Partnership <input type="checkbox"/> Limited Liability Company - Corporation <input type="checkbox"/> Government Entity <input type="checkbox"/> Hospital Exempt from Tax or Government Owned <input type="checkbox"/> Long Term Care Facility Exempt from Tax or Government Owned <input type="checkbox"/> All Other Entities
Trade Name Enter Business Name if different from above.	Taxpayer Identification Number (TIN) If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you show the SSN. ----- Check Only One <u>Required</u> (see "Instructions") <input type="checkbox"/> Social Security Number (SSN) <input type="checkbox"/> Employer Identification Number (EIN) <input type="checkbox"/> Individual Taxpayer Identification Number for U.S. Resident Aliens (ITIN)
Remit Address (where check should be mailed) PO Box or Number and Street, City, State, ZIP + 4	
Order Address (where order should be mailed; complete only if different from remit) PO Box or number and street, City, State, ZIP + 4	
1099 Address (for return of 1099 form; complete only if different from remit) PO Box or number and street, City, State, ZIP + 4	

Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number, AND
2. I am not subject to back up withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to back up withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.
3. I am a U.S. person (including a US resident alien).

Printed Name	Printed Title	Telephone Number ()
Signature		Date (mm/dd/ccyy)
For Agency Use Only		
Agency Number	Contact	Phone Number
Change <input type="checkbox"/> Name <input type="checkbox"/> Address <input type="checkbox"/> Other (explain)		

Return completed form via facsimile machine or to the address listed below.

For your convenience this form has been designed for return in a standard Window envelope.

Forms may be returned to:

Fax Number: ()

Attn:

APPENDIX 3

COUNTY FAIR SHARE

Note: A County's Fair Share is the amount of funding initially reserved for services to the residents of a particular county by any jurisdiction. If some or all of the fair share funds for a particular county are unclaimed, they are made available statewide.

COUNTY	Percent	Fair Share
Adams	0.34%	\$ 8,400
Ashland	0.37%	\$ 9,188
Barron	0.79%	\$ 19,650
Bayfield	0.24%	\$ 6,043
Brown	4.16%	\$ 103,058
Buffalo	0.22%	\$ 5,451
Burnett	0.28%	\$ 6,844
Calumet	0.62%	\$ 15,383
Chippewa	1.04%	\$ 25,882
Clark	0.87%	\$ 21,656
Columbia	0.77%	\$ 19,122
Crawford	0.32%	\$ 8,041
Dane	6.66%	\$ 164,945
Dodge	1.16%	\$ 28,760
Door	0.36%	\$ 8,821
Douglas	0.83%	\$ 20,650
Dunn	0.66%	\$ 16,335
Eau Claire	1.54%	\$ 38,048
Florence	0.06%	\$ 1,464
Fond du Lac	1.40%	\$ 34,747
Forest	0.18%	\$ 4,497
Grant	0.81%	\$ 20,169
Green	0.51%	\$ 12,570
Green Lake	0.32%	\$ 7,948
Iowa	0.39%	\$ 9,744
Iron	0.09%	\$ 2,124
Jackson	0.34%	\$ 8,449
Jefferson	1.08%	\$ 26,825
Juneau	0.46%	\$ 11,396
Kenosha	3.00%	\$ 74,429
Kewaunee	0.27%	\$ 6,806
La Crosse	1.70%	\$ 42,077
Lafayette	0.28%	\$ 7,050
Langlade	0.37%	\$ 9,099
Lincoln	0.42%	\$ 10,306
Manitowoc	1.13%	\$ 28,119
Marathon	2.05%	\$ 50,879
Marinette	0.66%	\$ 16,348
Marquette	0.24%	\$ 5,972
Menominee	0.22%	\$ 5,487

COUNTY	Percent	Fair Share
Milwaukee	29.24%	\$ 724,803
Monroe	0.94%	\$ 23,305
Oconto	0.53%	\$ 13,250
Oneida	0.47%	\$ 11,666
Outagamie	2.50%	\$ 62,025
Ozaukee	0.84%	\$ 20,726
Pepin	0.13%	\$ 3,301
Pierce	0.46%	\$ 11,475
Polk	0.64%	\$ 15,928
Portage	1.00%	\$ 24,709
Price	0.23%	\$ 5,660
Racine	3.73%	\$ 92,558
Richland	0.34%	\$ 8,372
Rock	3.02%	\$ 74,941
Rusk	0.31%	\$ 7,632
St. Croix	0.88%	\$ 21,883
Sauk	0.81%	\$ 19,989
Sawyer	0.41%	\$ 10,228
Shawano	0.92%	\$ 22,696
Sheboygan	1.52%	\$ 37,615
Taylor	0.35%	\$ 8,578
Trempealeau	0.45%	\$ 11,099
Vernon	0.71%	\$ 17,480
Vilas	0.31%	\$ 7,671
Walworth	1.45%	\$ 35,900
Washburn	0.28%	\$ 7,024
Washington	1.50%	\$ 37,169
Waukesha	4.21%	\$ 104,231
Waupaca	0.80%	\$ 19,889
Waushara	0.42%	\$ 10,483
Winnebago	2.18%	\$ 53,935
Wood	1.19%	\$ 29,497
Statewide	100.00%	\$ 2,478,500

APPENDIX 4

Chapter DWD 59

GRANTS SUPPORTING COMMUNITY CHILD CARE INITIATIVES

DWD 59.01 Authority and purpose.

DWD 59.02 Definitions.

DWD 59.03 Department powers and duties.

DWD 59.04 Applicants.

DWD 59.05 Match requirement.

DWD 59.06 Use of grant funds.

DWD 59.07 Amount of grants.

DWD 59.01 Authority and purpose. This chapter is promulgated under the authority of s. 49.137 (4m), Stats., to administer a program that awards grants to local governments and tribes to improve the supply, accessibility, and quality of child care.

History: CR 02-010: cr. Register July 2002 No. 559, eff. 8-1-02.

DWD 59.02 Definitions. In this chapter:

(1) “Application” means a request for funding under this chapter made in response to an RFP.

(2) “Child care” means licensed care under s. 48.65, Stats., certified care under s. 48.651, Stats., care provided under s. 49.155 (3m) (c), Stats., or care provided under s. 120.13 (14), Stats.

(3) “Department” means the department of workforce development.

(4) “Federal fiscal year” means October 1 of one year to September 30 of the following year.

(5) “Federal medical assistance percentage” has the meaning given in 42 USC 1396d(b).

Note: The federal medical assistance percentage for each state in a given federal fiscal year is determined by the federal Department of Health and Human Services and published in the *Federal Register*.

(6) “Local government” means a public sub-state jurisdiction that is located in Wisconsin and has governing and taxing authority, including counties, municipalities, public school districts, and technical college districts.

(7) “Locally-generated revenues” includes local taxes and does not include state or federal aids or shared revenue.

(8) “Low-income” means a household income at or below the maximum level established in the Wisconsin state plan for temporary assistance to needy families under 42 USC 602.

(9) “RFP” or “request for proposals” means a paper or electronically published and distributed document announcing the availability of funds, the requirements for obtaining and using the funds, and necessary procedures to be considered for funding under this chapter.

(10) “Tribe” means any federally-recognized American Indian nation that is located in Wisconsin.

History: CR 02-010: cr. Register July 2002 No. 559, eff. 8-1-02.

DWD 59.03 Department powers and duties. (1) The department may grant federal funds available under 42 USC 618 to local governments and tribes that comply with 42 USC 618, 42 USC 9858-9858q, 45 CFR Parts 98 and 99; this chapter; and the RFP.

(2) The department shall publish a request for proposals for community child care initiatives.

(3) The department shall reject, or modify to bring into compliance, applications in which all or part of the local government or tribe’s match expenditure or commitment fails to meet the requirements of 42 USC 618, 42 USC 9858-9858q, 45 CFR Parts 98 and 99; this chapter; and the RFP.

(4) The department shall reject, or modify to bring into compliance, applications in which all or part of the local government or tribe’s plan on use of the grant funds fails to meet the requirements of 42 USC 618, 42 USC 9858-9858q, 45 CFR Parts 98 and 99; this chapter; and the RFP.

(5) The department shall establish and periodically update a formula that allocates a percentage of available funds for residents of each county of the state based equally on the county’s:

(a) Percentage of the state’s low-income children as estimated by the United States census bureau.

(b) Percentage of the state’s births for the most recent 3-year period for which resident birth data by county is published by the department of health and family services.

(6) The department shall award and manage grants to maintain compliance with 42 USC 618, 42 USC 9858-9858q, 45 CFR Parts 98 and 99; this chapter; and the RFP, including the following:

(a) Awarding initial and continuing grants pursuant to s. DWD 59.07 (1) and (2).

(b) Monitoring compliance with match and spending requirements.

(c) Adjusting grant amounts as needed.

(7) The department may reallocate underspent or unawarded funds as permitted by 42 USC 618, 42 USC 9858-9858q, 45 CFR Parts 98 and 99, and in a manner consistent with this chapter and the RFP.

(8) The department may require other measures to ensure compliance with 42 USC 618, 42 USC 9858–9858q, and 45 CFR Parts 98 and 99, as interpreted by the federal department of health and human services; state child care policy; and to maximize federal dollars received by the state.

History: CR 02–010: cr. Register July 2002 No. 559, eff. 8–1–02.

DWD 59.04 Applicants. (1) ELIGIBLE APPLICANTS. Any local government or tribe that is located in Wisconsin may submit an application for funds under this chapter.

(2) TYPES OF APPLICATIONS. (a) *Single application.* A single application may be submitted by a local government or tribe that certifies that all the match funds identified in the grant application represent expenditures eligible for federal match, as required in 45 CFR 98.53(e)(1)(i). An application from multiple departments within the same local government or tribe shall be considered a single application.

(b) *Cooperative application.* A cooperative application may be submitted by several local governments or tribes that submit a package of otherwise single applications that individually identify match and request separate agreements with the department. Cooperative applicants shall identify the other local governments or tribes whose applications are part of the cooperative application and indicate a plan to cooperatively develop services. Each local government or tribe whose application is part of the cooperative application shall certify that all the match funds identified in the grant application represent expenditures eligible for federal match, as required in 45 CFR 98.53(e)(1)(i).

(c) *Collaborative application.* A collaborative application may be submitted by one local government or tribe on behalf of 2 or more local governments or tribes that provide matching funds. The submitting local government or tribe shall be one of the local governments or tribes that certifies match and shall be the designated contract manager for the collaborative application. Each local government or tribe that provides matching funds in a collaborative application shall certify that all the match funds identified in the grant application represent expenditures eligible for federal match, as required in 45 CFR 98.53(e)(1)(i).

History: CR 02–010: cr. Register July 2002 No. 559, eff. 8–1–02.

DWD 59.05 Match requirement. A local government or tribe that applies for funds under this chapter shall certify that matching expenditures represent expenditures eligible for federal match as required under 42 USC 9858–9858q, 45 CFR Parts 98 and 99, this chapter, and the RFP. The department shall determine the minimum match expenditure to be either the federal medical assistance percentage for Wisconsin for the federal fiscal year in which the match expenditure occurs or a higher percentage rate needed to meet the state’s match requirements under 45 CFR 98.53 and 45 CFR 98.63 as affected by ss. 20.445 (3) (cm), 20.445 (3) (md), and 49.175 (1) (qm), Stats. The department may round this percentage of required match to the nearest higher full percentage point. A match expenditure shall comply with the following criteria:

(1) A match expenditure shall be from locally–generated revenues or federal revenues specifically authorized by federal law to be used as match to federal funds.

Note: 42 USC 5305(a)(9) provides that funds from the federal Community Development Block Grant under 42 USC 5301 to 5321 may be used as match.

(2) A match expenditure under this chapter may not be used as match to any other state or federal funds, except that the local share of public school costs specified under the state’s school aid formula shall not be considered as match to other state funds.

(3) A match expenditure shall be made during the required matching period provided in 45 CFR 98.60(d)(3) and identified in the RFP.

(4) A match expenditure shall be made for qualifying child care services and programs, including programs with the following purposes:

(a) Providing low–income families with financial resources to find and access quality child care for their children.

(b) Enhancing the quality and increasing the supply of child care for all families, including those who receive no direct assistance under s. 49.155, Stats.

(c) Providing parents with a broad range of options in addressing their child care needs.

(d) Improving the quality of and coordination among child care programs and early childhood development programs.

(e) Increasing the availability of early childhood development care services and before– and after–school care services.

(f) Educating consumers about child care.

(g) Improving the health and safety aspects of child care, including regulation of child care.

(h) Providing crisis respite child care to children in protective services cases or in need of protective services.

(i) Other items permitted under 42 USC 9858–9858q.

(5) Expenditures for public pre–kindergarten programs or pre–school programs operated by public school districts may not exceed 20% of the total match expenditure for each application.

History: CR 02–010: cr. Register July 2002 No. 559, eff. 8–1–02; emerg. am.

(intro.), eff. 10–7–03; **CR 03–101: am. (intro.) Register March 2004 No. 579, eff.**

4–1–04.

DWD 59.06 Use of grant funds. (1) ALLOWABLE USES.

A local government or tribe may use grant funds received under this chapter in any of the following ways:

- (a) Enhancing the quality and increasing the supply of child care for all families, including those who receive no direct assistance under s. 49.155, Stats.
- (b) Providing parents with a broad range of options in addressing their child care needs.
- (c) Improving the quality of and coordination among child care programs and early childhood development programs.
- (d) Increasing the availability of early childhood development care services and before- and after-school care services.
- (e) Educating consumers about child care.
- (f) Improving the health and safety aspects of child care, including regulation of child care.
- (g) Providing crisis respite child care to children in protective services cases or in need of protective services.

(2) NONALLOWABLE USES. A local government or tribe may not use grant funds received under this chapter in any of the following ways:

- (a) Purchase of real estate.
- (b) Construction or major remodeling.
- (c) Kindergarten to 12th grade public education or care services provided to students during the regular school day.
- (d) Direct purchase or payment of child care services, unless the child is receiving or is in need of protective services, as determined by the county or tribal authority for child protective services.
- (e) Public pre-kindergarten.
- (f) Sectarian purposes or activities.

(3) LIMIT ON ADMINISTRATIVE COSTS. (a) A local government that is awarded a grant based on a single application may not spend more than 5% of the grant on administrative costs.

(b) The department may allow a local government that is awarded a grant based on a cooperative application to spend up to 10% of the grant on administrative costs.

(c) The department may allow a local government or tribe that is awarded a grant based on a collaborative application to spend up to 15% of the grant on administrative costs.

History: CR 02-010: cr. Register July 2002 No. 559, eff. 8-1-02.

DWD 59.07 Amount of grants. (1) INITIAL GRANT. No initial grant may be awarded if there is insufficient funding appropriation under s. 49.175 (1) (qm), Stats., to provide continuing grants under sub. (2) of at least 50% of the eligible grantees' initial grant levels from the previous 2 grant cycles. If initial grants are awarded, the amount of an initial grant shall be based on the following:

- (a) The amount requested by the applicant.
- (b) The amount of match identified by the applicant.
- (c) The amount of funding allocated to the county or counties proposed for service by the applicant.
- (d) The amount of funding requested by all applicants proposing to serve residents of the county or counties involved.
- (e) The amount of funding available due to reallocation from other counties.
- (f) No initial grant may be awarded if the amount of the grant would be less than \$500.

(2) CONTINUING GRANTS. (a) A continuing grant may be offered to a local government or tribe for 2 funding cycles after the initial grant was awarded.

(c) A local government or tribe may be eligible for a continuing grant if both of the following apply:

1. The local government or tribe is proposing to continue the same program that was funded by the initial grant.
2. The local government or tribe complied with all requirements associated with the initial grant.

(d) If the local government or tribe is eligible for a continuing grant and funding is available, the department may fund a request for a continuing grant:

1. Before initial grants are funded.
2. At a level up to 75% of the initial grant if match requirements are met. Additional funds may be provided if the applicant identifies sufficient match and funds are available under initial grant rules.

(e) The amount of a continuing grant may be adjusted to reflect the following:

2. The applicant's record of completing previous match or spending agreements under this program.
3. Other aspects of the applicant's record of doing business with the department.

History: CR 02-010: cr. Register July 2002 No. 559, eff. 8-1-02; emerg. am. (1) (intro.) and (2) (d) 2., cr. (1) (f), r. (2) (b) and (e) 1., eff. 10-7-03; **CR 03-101: am.**

(1) (intro.) and (2) (d) 2., cr. (1) (f), r. (2) (b) and (e) 1. Register March 2004 No. 579, eff. 4-1-04.

APPENDIX 5

EXCERPTS FROM CODE OF FEDERAL REGULATIONS

45 CFR Subtitle A (10–1–99 Edition) § 98.1

Subpart A—Goals, Purposes and Definitions

§ 98.1 Goals and purposes.

(a) The goals of the CCDF are to:

- (1) Allow each State maximum flexibility in developing child care programs and policies that best suit the needs of children and parents within the State;
 - (2) Promote parental choice to empower working parents to make their own decisions on the child care that best suits their family's needs;
 - (3) Encourage States to provide consumer education information to help parents make informed choices about child care;
 - (4) Assist States to provide child care to parents trying to achieve independence from public assistance; and
 - (5) Assist States in implementing the health, safety, licensing, and registration standards established in State regulations.
- (b) The purpose of the CCDF is to increase the availability, affordability, and quality of child care services. The program offers Federal funding to States, Territories, Indian Tribes, and tribal organizations in order to:

- (1) Provide low-income families with the financial resources to find and afford quality child care for their children;
- (2) Enhance the quality and increase the supply of child care for all families, including those who receive no direct assistance under the CCDF;
- (3) Provide parents with a broad range of options in addressing their child care needs;
- (4) Strengthen the role of the family;

Department of Health and Human Services § 98.2

- (5) Improve the quality of, and co-ordination among, child care programs and early childhood development programs; and
- (6) Increase the availability of early childhood development and before- and after-school care services.

(c) The purpose of these regulations is to provide the basis for administration of the Fund. These regulations provide that Lead Agencies:

- (1) Maximize parental choice through the use of certificates and through grants and contracts;
- (2) Include in their programs a broad range of child care providers, including center-based care, family child care, in-home care, care provided by relatives and sectarian child care providers;
- (3) Provide quality child care that meets applicable requirements;
- (4) Coordinate planning and delivery of services at all levels;
- (5) Design flexible programs that provide for the changing needs of recipient families;
- (6) Administer the CCDF responsibly to ensure that statutory requirements are met and that adequate information regarding the use of public funds is provided; and
- (7) Design programs that provide uninterrupted service to families and providers, to the extent statutorily possible.

§ 98.2 Definitions.

For the purpose of this part and part 99:

The Act refers to the Child Care and Development Block Grant Act of 1990, section 5082 of the Omnibus Budget Reconciliation Act of 1990, Pub. L. 101– 508, as amended and codified at 42 U.S.C. 9858 *et seq.*

ACF means the Administration for Children and Families;

Application is a request for funding that includes the information required at § 98.13;

Assistant Secretary means the Assistant Secretary for Children and Families, Department of Health and Human Services;

Caregiver means an individual who provides child care services directly to an eligible child on a person-to-person basis;

Categories of care means center-based child care, group home child care, family child care and in-home care;

Center-based child care provider means a provider licensed or otherwise authorized to provide child care services for fewer than 24 hours per day per child in a non-residential setting, unless care in excess of 24 hours is due to the nature of the parent(s)' work;

Child care certificate means a certificate (that may be a check, or other disbursement) that is issued by a grantee directly to a parent who may use such certificate only as payment for child care services or as a deposit for child care services if such a deposit is required of other children being cared for by the provider, pursuant to § 98.30. Nothing in this part shall preclude the use of such certificate for sectarian child care services if freely chosen by the parent. For the purposes of this part, a child care certificate is assistance to the parent, not assistance to the provider;

Child Care and Development Fund (CCDF) means the child care programs conducted under the provisions of the Child Care and Development Block Grant Act, as amended. The Fund consists of Discretionary Funds authorized under section 658B of the amended Act, and Mandatory and Matching Funds appropriated under section 418 of the Social Security Act;

Child care provider that receives assistance means a child care provider that receives Federal funds under the CCDF pursuant to grants, contracts, or loans, but does not include a child care provider to whom Federal funds under the CCDF are directed only through the operation of a certificate program;

Child care services, for the purposes of § 98.50, means the care given to an eligible child by an eligible child care provider;

Construction means the erection of a facility that does not currently exist;

The Department means the Department of Health and Human Services;

Discretionary funds means the funds authorized under section 658B of the Child Care and Development Block Grant Act. The Discretionary funds were formerly referred to as the Child Care and Development Block Grant;

Eligible child means an individual who meets the requirements of § 98.20;

Eligible child care provider means:

(1) A center-based child care provider, a group home child care provider, a family child care provider, an in-home child care provider, or other provider of child care services for compensation that—

(i) Is licensed, regulated, or registered under applicable State or local law as described in § 98.40; and

(ii) Satisfies State and local requirements, including those referred to in § 98.41 applicable to the child care services it provides; or

(2) A child care provider who is 18 years of age or older who provides child care services only to eligible children who are, by marriage, blood relationship, or court decree, the grandchild, great grandchild, sibling (if such provider lives in separate residence), niece, or nephew of such provider, and complies with any applicable requirements that govern child care provided by the relative involved;

Facility means real property or modular unit appropriate for use by a grantee to carry out a child care program;

Family child care provider means one individual who provides child care services for fewer than 24 hours per day per child, as the sole caregiver, in a private residence other than the child's residence, unless care in excess of 24 hours is due to the nature of the parent(s)' work;

Group home child care provider means two or more individuals who provide child care services for fewer than 24 hours per day per child, in a private residence other than the child's residence, unless care in excess of 24 hours is due to the nature of the parent(s)' work;

Indian Tribe means any Indian Tribe, band, nation, or other organized group or community, including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (43 U.S.C. § 1601 *et seq.*) that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians;

In-home child care provider means an individual who provides child care services in the child's own home;

Lead Agency means the State, territorial or tribal entity designated under §§ 98.10 and 98.16(a) to which a grant is awarded and that is accountable for the use of the funds provided. The Lead Agency is the entire legal entity even if only a particular component of the entity is designated in the grant award document.

Licensing or regulatory requirements means requirements necessary for a provider to legally provide child care services in a State or locality, including registration requirements established under State, local or tribal law;

Liquidation period means the applicable time period during which a fiscal year's grant shall be liquidated pursuant to the requirements at § 98.60.;

Major renovation means: (1) structural changes to the foundation, roof, floor, exterior or load-bearing walls of a facility, or the extension of a facility to increase its floor area; or (2) extensive alteration of a facility such as to significantly change its function and purpose, even if such renovation does not include any structural change;

Mandatory funds means the general entitlement child care funds described at section 418(a)(1) of the Social Security Act;

Matching funds means the remainder of the general entitlement child care funds that are described at section 418(a)(2) of the Social Security Act;

Modular unit means a portable structure made at another location and moved to a site for use by a grantee to carry out a child care program;

Obligation period means the applicable time period during which a fiscal year's grant shall be obligated pursuant to § 98.60;

Parent means a parent by blood, marriage or adoption and also means a legal guardian, or other person standing *in loco parentis*;

The Plan means the Plan for the implementation of programs under the CCDF;

Program period means the time period for using a fiscal year's grant and does not extend beyond the last day to liquidate funds; 521 Department of Health and Human Services § 98.10

Programs refers generically to all activities under the CCDF, including child care services and other activities pursuant to § 98.50 as well as quality and availability activities pursuant to § 98.51;

Provider means the entity providing child care services;

The regulation refers to the actual regulatory text contained in parts 98 and 99 of this chapter;

Real property means land, including land improvements, structures and appurtenances thereto, excluding movable machinery and equipment;

Secretary means the Secretary of the Department of Health and Human Services;

Sectarian organization or sectarian child care provider means religious organizations or religious providers generally. The terms embrace any organization or provider that engages in religious conduct or activity or that seeks to maintain a religious identity in some or all of its functions. There is no requirement that a sectarian organization or provider be managed by clergy or have any particular degree of religious management, control, or content;

Sectarian purposes and activities means any religious purpose or activity, including but not limited to religious worship or instruction;

Services for which assistance is provided means all child care services funded under the CCDF, either as assistance directly to child care providers through grants, contracts, or loans, or indirectly as assistance to parents through child care certificates;

Sliding fee scale means a system of cost sharing by a family based on income and size of the family, in accordance with § 98.42;

State means any of the States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands of the United States, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and includes Tribes unless otherwise specified;

Tribal mandatory funds means the child care funds set aside at section 418(a)(4) of the Social Security Act. The funds consist of between one and two percent of the aggregate Mandatory and Matching child care funds reserved by the Secretary in each fiscal year for payments to Indian Tribes and tribal organizations;

Tribal organization means the recognized governing body of any Indian Tribe, or any legally established organization of Indians, including a consortium, which is controlled, sanctioned, or chartered by such governing body or which is democratically elected by the adult members of the Indian community to be served by such organization and which includes the maximum participation of Indians in all phases of its activities: Provided, that in any case where a contract is let or grant is made to an organization to perform services benefiting more than one Indian Tribe, the approval of each such Indian Tribe shall be a prerequisite to the letting or making of such contract or grant; and

Types of providers means the different classes of providers under each category of care. For the purposes of the CCDF, types of providers include non-profit providers, for-profit providers, sectarian providers and relatives who provide care.

§ 98.3 Effect on State law.

(a) Nothing in the Act or this part shall be construed to supersede or modify any provision of a State constitution or State law that prohibits the expenditure of public funds in or by sectarian organizations, except that no provision of a State constitution or State law shall be construed to prohibit the expenditure in or by sectarian institutions of any Federal funds provided under this part. (b) If a State law or constitution would prevent CCDF funds from being expended for the purposes provided in the Act, without limitation, then States shall segregate State and Federal funds.

* * * * *

Subpart F—Use of Child Care and Development Funds

§ 98.50 Child care services.

(a) Of the funds remaining after applying the provisions of paragraphs (c), (d) and (e) of this section the Lead Agency shall spend a substantial portion to provide child care services to low-income working families.

(b) Child care services shall be provided:

- (1) To eligible children, as described in § 98.20;
- (2) Using a sliding fee scale, as described in § 98.42;
- (3) Using funding methods provided for in § 98.30; and
- (4) Based on the priorities in § 98.44.

(c) Of the aggregate amount of funds expended (i.e., Discretionary, Mandatory, and Federal and State share of Matching Funds), no less than four per-cent shall be used for activities to improve the quality of child care as de-scribed at § 98.51.

(d) Of the aggregate amount of funds expended (i.e., Discretionary, Mandatory, and Federal and State share of Matching Funds), no more than five percent may be used for administrative activities as described at § 98.52.

(e) Not less than 70 percent of the Mandatory and Matching Funds shall be used to meet the child care needs of families who:

- (1) Are receiving assistance under a State program under Part A of title IV of the Social Security Act,
- (2) Are attempting through work activities to transition off such assistance program, and
- (3) Are at risk of becoming dependent on such assistance program.

(f) Pursuant to § 98.16(g)(4), the Plan shall specify how the State will meet the child care needs of families described in paragraph (e) of this section.

§ 98.51 Activities to improve the quality of child care.

(a) No less than four percent of the aggregate funds expended by the Lead Agency for a fiscal year, and including the amounts expended in the State pursuant to § 98.53(b), shall be expended for quality activities.

(1) These activities may include but are not limited to:

- (i) Activities designed to provide comprehensive consumer education to parents and the public;
- (ii) Activities that increase parental choice; and
- (iii) Activities designed to improve the quality and availability of child care, including, but not limited to those described in paragraph (2) of this section.

(2) Activities to improve the quality of child care services may include, but are not limited to:

- (i) Operating directly or providing financial assistance to organizations (including private non-profit organizations, public organizations, and units of general purpose local government) for the development, establishment, expansion, operation, and coordination of resource and referral programs specifically related to child care;
 - (ii) Making grants or providing loans to child care providers to assist such providers in meeting applicable State, local, and tribal child care standards, including applicable health and safety requirements, pursuant to §§ 98.40 and 98.41;
 - (iii) Improving the monitoring of compliance with, and enforcement of, applicable State, local, and tribal requirements pursuant to §§ 98.40 and 98.41;
 - (iv) Providing training and technical assistance in areas appropriate to the provision of child care services, such as training in health and safety, nutrition, first aid, the recognition of communicable diseases, child abuse detection and prevention, and care of children with special needs;
 - (v) Improving salaries and other compensation (such as fringe benefits) for full- and part-time staff who provide child care services for which assistance is provided under this part; and
 - (vi) Any other activities that are consistent with the intent of this section.
- (b) Pursuant to § 98.16(h), the Lead Agency shall describe in its Plan the activities it will fund under this section.
- (c) Non-Federal expenditures required by § 98.53(c) (i.e., the maintenance-of-effort amount) are not subject to the requirement at paragraph (a) of this section.

§ 98.52 Administrative costs.

- (a) Not more than five percent of the aggregate funds expended by the Lead Agency from each fiscal year's allotment, including the amounts expended in the State pursuant to § 98.53(b), shall be expended for administrative activities. These activities may include but are not limited to:
- (1) Salaries and related costs of the staff of the Lead Agency or other agencies engaged in the administration and implementation of the program pursuant to § 98.11. Program administration and implementation include the following types of activities:
 - (i) Planning, developing, and designing the Child Care and Development Fund program;
 - (ii) Providing local officials and the public with information about the program, including the conduct of public hearings;
 - (iii) Preparing the application and Plan;
 - (iv) Developing agreements with administering agencies in order to carry out program activities;
 - (v) Monitoring program activities for compliance with program requirements;
 - (vi) Preparing reports and other documents related to the program for sub-mission to the Secretary;
 - (vii) Maintaining substantiated complaint files in accordance with the requirements of § 98.32;
 - (viii) Coordinating the provision of Child Care and Development Fund services with other Federal, State, and local child care, early childhood development programs, and before- and after-school care programs;
 - (ix) Coordinating the resolution of audit and monitoring findings;
 - (x) Evaluating program results; and
 - (xi) Managing or supervising persons with responsibilities described in paragraphs (a)(1)(i) through (x) of this section;
 - (2) Travel costs incurred for official business in carrying out the program;
 - (3) Administrative services, including such services as accounting services, performed by grantees or subgrantees or under agreements with third parties;
 - (4) Audit services as required at § 98.65;
 - (5) Other costs for goods and services required for the administration of the program, including rental or purchase of equipment, utilities, and office supplies; and
 - (6) Indirect costs as determined by an indirect cost agreement or cost allocation plan pursuant to § 98.55.
- (b) The five percent limitation at paragraph (a) of this section applies only to the States and Territories. The amount of the limitation at paragraph (a) of this section does not apply to Tribes or tribal organizations.
- (c) Non-Federal expenditures required by § 98.53(c) (i.e., the maintenance-of-effort amount) are not subject to the five percent limitation at paragraph (a) of this section.

§ 98.53 Matching fund requirements.

- (a) Federal matching funds are available for expenditures in a State based upon the formula specified at § 98.63(a).
- (b) Expenditures in a State under paragraph (a) of this section will be matched at the Federal medical assistance rate for the applicable fiscal year for allowable activities, as described in the approved State Plan, that meet the goals and purposes of the Act.
- (c) In order to receive Federal matching funds for a fiscal year under paragraph (a) of this section:
- (1) States shall also expend an amount of non-Federal funds for child care activities in the State that is at least equal to the State's share of expenditures for fiscal year 1994 or 1995 (whichever is greater) under sections 402(g) and (i) of the Social Security Act as these sections were in effect before October 1, 1995; and
 - (2) The expenditures shall be for allowable services or activities, as described in the approved State Plan if appropriate, that meet the goals and purposes of the Act.
 - (3) All Mandatory Funds are obligated in accordance with § 98.60(d)(2)(i).
 - (d) The same expenditure may not be used to meet the requirements under both paragraphs (b) and (c) of this section in a fiscal year.

- (e) An expenditure in the State for purposes of this subpart may be:
 - (1) Public funds when the funds are:
 - (i) Appropriated directly to the Lead Agency specified at § 98.10, or transferred from another public agency to that Lead Agency and under its administrative control, or certified by the contributing public agency as representing expenditures eligible for Federal match;
 - (ii) Not used to match other Federal funds; and
 - (iii) Not Federal funds, or are Federal funds authorized by Federal law to be used to match other Federal funds; or
 - (2) Donated from private sources when the donated funds:
 - (i) Are donated without any restriction that would require their use for a specific individual, organization, facility or institution;
 - (ii) Do not revert to the donor's facility or use; and
 - (iii) Are not used to match other Federal funds;
 - (iv) Shall be certified both by the donor and by the Lead Agency as available and representing expenditures eligible for Federal match; and
 - (v) Shall be subject to the audit requirements in § 98.65 of these regulations.
 - (f) Donated funds need not be transferred to or under the administrative control of the Lead Agency in order to qualify as an expenditure eligible to receive Federal match under this sub-section. They may be given to the entity designated by the State to receive donated funds pursuant to § 98.16(c)(2).
 - (g) The following are not counted as an eligible State expenditure under this Part:
 - (1) In-kind contributions; and
 - (2) Family contributions to the cost of care as required by § 98.42.
 - (h) Public pre-kindergarten (pre-K) expenditures:
 - (1) May be used to meet the maintenance-of-effort requirement only if the State has not reduced its expenditures for full-day/full-year child care services; and
 - (2) May be eligible for Federal match if the State includes in its Plan, as provided in § 98.16(q), a description of the efforts it will undertake to ensure that pre-K programs meet the needs of working parents.
 - (3) In any fiscal year, a State may use public pre-K funds for up to 20% of the funds serving as maintenance-of-effort under this subsection. In any fiscal year, a State may use other public pre-K funds for up to 20% of the expenditures serving as the State's matching funds under this subsection.
 - (4) If applicable, the CCDF Plan shall reflect the State's intent to use public pre-K funds in excess of 10%, but not for more than 20%, of either its maintenance-of-effort or State matching funds in a fiscal year. Also, the Plan shall describe how the State will co-ordinate its pre-K and child care services to expand the availability of child care.
 - (i) Matching funds are subject to the obligation and liquidation requirements at § 98.60(d)(3).

§ 98.54 Restrictions on the use of funds.

- (a) *General.* (1) Funds authorized under section 418 of the Social Security Act and section 658B of the Child Care and Development Block Grant Act, and all funds transferred to the Lead Agency pursuant to section 404(d) of the Social Security Act, shall be expended consistent with these regulations. Funds transferred pursuant to section 404(d) of the Social Security Act shall be treated as Discretionary Funds;
- (2) Funds shall be expended in accordance with applicable State and local laws, except as superseded by § 98.3.
- (b) *Construction.* (1) For State and local agencies and nonsectarian agencies or organizations, no funds shall be expended for the purchase or improvement of land, or for the purchase, construction, or permanent improvement of any building or facility. However, funds may be expended for minor remodeling, and for upgrading child care facilities to assure that providers meet State and local child care standards, including applicable health and safety requirements.
- (2) For sectarian agencies or organizations, the prohibitions in paragraph (b)(1) of this section apply; however, funds may be expended for minor remodeling only if necessary to bring the facility into compliance with the health and safety requirements established pursuant to § 8.41.
- (3) Tribes and tribal organizations are subject to the requirements at § 98.84 regarding construction and renovation.
- (c) *Tuition.* Funds may not be expended for students enrolled in grades 1 through 12 for:
 - (1) Any service provided to such students during the regular school day;
 - (2) Any service for which such students receive academic credit toward graduation; or
 - (3) Any instructional services that supplant or duplicate the academic program of any public or private school.
- (d) *Sectarian purposes and activities.* Funds provided under grants or contracts to providers may not be expended for any sectarian purpose or activity, including sectarian worship or instruction. Pursuant to § 98.2, assistance provided to parents through certificates is not a grant or contract. Funds provided through child care certificates may be expended for sectarian purposes or activities, including sectarian worship or instruction when provided as part of the child care services.
- (e) The CCDF may not be used as the non-Federal share for other Federal grant programs.

§ 98.55 Cost allocation.

- (a) The Lead Agency and subgrantees shall keep on file cost allocation plans or indirect cost agreements, as appropriate, that have been amended to include costs allocated to the CCDF.

- (b) Subgrantees that do not already have a negotiated indirect rate with the Federal government should prepare and keep on file cost allocation plans or indirect cost agreements, as appropriate.
- (c) Approval of the cost allocation plans or indirect cost agreements is not specifically required by these regulations, but these plans and agreements are subject to review.

APPENDIX 6

CHILD CARE RESOURCE AND REFERRAL AGENCY DIRECTORY

Wisconsin Child Care Resource & Referral Network Members by County

County/Tribe	CCRR Agency	Phone #'s	Other Contact Information
Adams	Child Care Resource & Referral of Central WI	(715) 423-4114 (800) 628-8534	Fax: (715)423-2444 www.ccrw.org ccrrcw@tznet.com
Ashland	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Bad River Tribe	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Barron	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Bayfield	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Brown	Community Coordinated Care, Inc.	(920) 432-8899 (800) 738-8899	Fax (920)432-6677 www.cconnections.org paula@ccconnections.org
Buffalo	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org
Burnett	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Calumet	Child Care Resource & Referral, Inc.	(920) 734-0966 (800) 749-5437	Fax (920) 734-8139 jolson.ccr@tds.net
Chippewa	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org
Clark	Child Care Resource & Referral of Central WI	(715) 423-4114 (800) 628-8534	Fax: (715)423-2444 www.ccrw.org ccrrcw@tznet.com
Columbia	Community Coordinated Child Care, Inc.	(608) 271-9181 (800) 750-5437	Fax: (608)271-5380 www.4-C.org Info@4-C.org
Crawford	Southwest WI Child Care Resource & Referral	(608) 822-4453 (800) 267-1018	Fax: (608)822-4450 www.swwiccr.com swwiccr@mwt.net
Dane	Community Coordinated Child Care, Inc.	(608) 271-9181 (800) 750-5437	Fax: (608)271-5380 www.4-C.org Info@4-C.org

County/Tribe	CCRR Agency	Phone #'s	Other Contact Information
Dodge	Community Coordinated Child Care, Inc.	(608) 271-9181 (800) 750-5437	Fax: (608)271-5380 www.4-C.org Info@4-C.org
Door	Family Connections, Inc. Resource & Referral	(920) 457-1999 (800) 322-2046	Fax (920)451-0043 www.familyconnectionscc.org susanh@familyconnectionscc.org
Douglas	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Dunn	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org
Eau Claire	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org
Florence	Project Bridges Child Care Resource & Referral	(715)479-0337 (800)470-5833	Fax: (715)479-0338
Forest Co. Potawatomi	Project Bridges Child Care Resource & Referral	(715)479-0337 (800)470-5833	Fax: (715)479-0338
Forest	Project Bridges Child Care Resource & Referral	(715)479-0337 (800)470-5833	Fax: (715)479-0338
Grant	Southwest WI Child Care Resource & Referral	(608) 822-4453 (800) 267-1018	Fax: (608)822-4450 www.swwicrr.com swwicrr@mwt.net
Green	South Central Child Care Resource & Referral, Inc.	(608) 741-3426 (888) 713-5437	Fax: (608) 741-3623 www.scccrr.com scccrr@co.rock.wi.us
Green Lake	Child Care Resource & Referral, Inc.	(920) 426-8920 (800)316-8884	Fax: (920) 426-8940 www.childcarerr.com director@childcarerr.com
Ho-Chunk Nation	Community Coordinated Child Care, Inc.	(608) 271-9181 (800) 750-5437	Fax: (608)271-5380 www.4-C.org Info@4-C.org
Ho-Chunk Nation	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org
Ho-Chunk Nation	Family Resources, Inc.	(608) 784-4519 (800) 873-1768	Fax: (608) 796-0098 www.laxfamilyresources.org JWiduch@centurytel.net
Iowa	Southwest WI Child Care Resource & Referral	(608) 822-4453 (800) 267-1018	Fax: (608)822-4450 www.swwicrr.com swwicrr@mwt.net
Iron	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Jackson	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org

County/Tribe	CCRR Agency	Phone #'s	Other Contact Information
Jefferson	Community Coordinated Child Care, Inc.	(608) 271-9181 (800) 750-5437	Fax: (608)271-5380 www.4-C.org Info@4-C.org
Juneau	Family Resources, Inc.	(608) 784-4519 (800) 873-1768	Fax: (608) 796-0098 www.laxfamilyresources.org JWiduch@centurytel.net
Kenosha	Child Care Resource & Referral Services of Greater Racine & Kenosha, Inc.	(262) 884-9890	Fax: (262) 884-9895 ccrrsrk@ameritech.net
Kewaunee	Family Connections, Inc. Resource & Referral	(920) 457-1999 (800) 322-2046	Fax (920)451-0043 www.familyconnectionscc.org susanh@familyconnectionscc.org
Lac Court Oreille Tribe	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Lac du Flambeau Tribe	Project Bridges Child Care Resource & Referral	(715)479-0337 (800)470-5833	Fax: (715)479-0338
La Crosse	Family Resources, Inc.	(608) 784-4519 (800) 873-1768	Fax: (608) 796-0098 www.laxfamilyresources.org JWiduch@centurytel.net
Lafayette	Southwest WI Child Care Resource & Referral	(608) 822-4453 (800) 267-1018	Fax: (608)822-4450 www.swwicrr.com swwicrr@mwt.net
Langlade	Child Care Connection, Inc.	(715) 539-9779 (800) 848-5229	Fax: (715) 539-9771 www.childcareconnectionrr.org childcareconnection@g2a.net
Lincoln	Child Care Connection, Inc.	(715) 539-9779 (800) 848-5229	Fax: (715) 539-9771 www.childcareconnectionrr.org childcareconnection@g2a.net
Manitowoc	Family Connections, Inc. Resource & Referral	(920) 457-1999 (800) 322-2046	Fax (920)451-0043 www.familyconnectionscc.org susanh@familyconnectionscc.org
Marathon	Child Care Connection, Inc.	(715) 539-9779 (800) 848-5229	Fax: (715) 539-9771 www.childcareconnectionrr.org childcareconnection@g2a.net
Marinette	Community Childcare Connections, Inc.	(920) 432-8899 (800) 738-8899	Fax: (920)432-6677 www.ccconnections.org paula@ccconnections.org
Marquette	Mid Wisconsin Child Care Resource & Referral	(715) 342-1788	Fax: (715-342-1708 mwccrr@charterinternet.net
Menominee County	Child Care Connection, Inc.	(715) 539-9779 (800) 848-5229	Fax: (715) 539-9771 www.childcareconnectionrr.org childcareconnection@g2a.net
Menominee Tribe	Child Care Connection, Inc.	(715) 539-9779 (800) 848-5229	Fax: (715) 539-9771 www.childcareconnectionrr.org childcareconnection@g2a.net
Milwaukee	4C Community Coordinated Child Care, Inc.	(414) 562-2650 (888)713-5437	Fax: (414) 562-2651 www.4C-Milwaukee.org cmaurer@4c-milwaukee.org
Monroe	Family Resources, Inc.	(608) 784-4519 (800) 873-1768	Fax: (608) 796-0098 www.laxfamilyresources.org JWiduch@centurytel.net
Oconto	Child Care Connection, Inc.	(715) 539-9779 (800) 848-5229	Fax: (715) 539-9771 www.childcareconnectionrr.org childcareconnection@g2a.net

County/Tribe	CCRR Agency	Phone #'s	Other Contact Information
Oneida County	Project Bridges Child Care Resource & Referral	(715)479-0337 (800)470-5833	Fax: (715)479-0338
Oneida Tribe	Child Care Connection, Inc.	(715) 539-9779 (800) 848-5229	Fax: (715) 539-9771 www.childcareconnectionrr.org childcareconnection@g2a.net
Outagamie	Child Care Resource & Referral, Inc.	(920) 734-0966 (800) 749-5437	Fax (920) 734-8139 jolson.ccr@tds.net
Ozaukee	4C Community Coordinated Child Care, Inc.	(414) 562-2650 (888)713-5437	Fax: (414) 562-2651 www.4C-Milwaukee.org cmaurer@4c-milwaukee.org
Pepin	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org
Pierce	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org
Polk	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org
Portage	Mid Wisconsin Child Care Resource & Referral	(715) 342-1788	Fax: (715)-342-1708 mwccrr@charterinternet.net
Price	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Racine	Child Care Resource & Referral Services of Greater Racine & Kenosha, Inc.	(262) 884-9890	Fax: (262) 884-9895 ccrrsrk@ameritech.net
Red Cliff Tribe	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Richland	Southwest WI Child Care Resource & Referral	(608) 822-4453 (800) 267-1018	Fax: (608)822-4450 www.swwicrr.com swwicrr@mwt.net
Rock	South Central Child Care Resource & Referral, Inc.	(608) 741-3426 (888) 713-5437	Fax: (608) 741-3623 www.sccrr.com sccrr@co.rock.wi.us
Rusk	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Sauk	Community Coordinated Child Care, Inc.	(608) 271-9181 (800) 750-5437	Fax: (608)271-5380 www.4-C.org Info@4-C.org
Sawyer	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Shawano	Child Care Connection, Inc.	(715) 539-9779 (800) 848-5229	Fax: (715) 539-9771 www.childcareconnectionrr.org childcareconnection@g2a.net

County/Tribe	CCRR Agency	Phone #'s	Other Contact Information
Sheboygan	Family Connections, Inc. Resource & Referral	(920) 457-1999 (800) 322-2046	Fax (920)451-0043 www.familyconnectionscc.org susanh@familyconnectionscc.org
Sokaogan Tribe	Project Bridges Child Care Resource & Referral	(715)479-0337 (800)470-5833	Fax: (715)479-0338
St. Croix County	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org
St. Croix Tribe	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Stockbridge-Munsee Tribe	Child Care Connection, Inc.	(715) 539-9779 (800) 848-5229	Fax: (715) 539-9771 www.childcareconnectionrr.org childcareconnection@g2a.net
Taylor	Child Care Connection, Inc.	(715) 539-9779 (800) 848-5229	Fax: (715) 539-9771 www.childcareconnectionrr.org childcareconnection@g2a.net
Trempealeau	Child Care Partnership Resource & Referral Center	(Eau Claire) (715)831-1700 (800) 782-1880 (Independence) (715)985-2391	Fax: (715)836-7580 (Eau Claire) Fax: (715)985-3239 (Independence) ccpart@westerndairyland.org
Vernon	Southwest WI Child Care Resource & Referral	(608) 822-4453 (800) 267-1018	Fax: (608)822-4450 www.swwicrr.com swwicrr@mwt.net
Vilas	Project Bridges Child Care Resource & Referral	(715)479-0337 (800)470-5833	Fax: (715)479-0338
Walworth	South Central Child Care Resource & Referral, Inc.	(608) 741-3426 (888) 713-5437	Fax: (608) 741-3623 www.sccrr.com sccrr@co.rock.wi.us
Washburn	Northwest Connection Family Resources	(715) 634-2299 (800) 733-5437	Fax: (715)634-8743 www.wisconsinchild.org nwchild@cheqnet.net
Washington	4C Community Coordinated Child Care, Inc.	(414) 562-2650 (888)713-5437	Fax: (414) 562-2651 www.4C-Milwaukee.org cmaurer@4c-milwaukee.org
Waukesha	4C Community Coordinated Child Care, Inc.	(414) 562-2650 (888)713-5437	Fax: (414) 562-2651 www.4C-Milwaukee.org cmaurer@4c-milwaukee.org
Waupaca	Child Care Resource & Referral, Inc.	(920) 734-0966 (800) 749-5437	Fax (920) 734-8139 jolson.ccrr@tds.net
Waushara	Mid Wisconsin Child Care Resource & Referral	(715) 342-1788	Fax: (715)342-1708 mwccrr@charterinternet.net
Winnebago	Child Care Resource & Referral, Inc.	(920) 426-8920 (800)316-8884	Fax: (920) 426-8940 www.childcarerr.com director@childcarerr.com
Wood	Child Care Resource & Referral of Central WI	(715) 423-4114 (800) 628-8534	Fax: (715)423-2444 www.ccrw.org ccrcw@tznnet.com

APPENDIX 7

REPORTING FORM FOR DIRECT CARE EXPENDITURES CHILD CARE AGGREGATE REPORT ACF-800 Adapted for Community Child Care Initiatives Grants

REPORT OF DIRECT CHILD CARE EXPENDITURES USING GRANT FUNDS						
Complete Name of Grantee						
Contact Person				Phone Number Email		
	Total	Licensed Center	Exempt Center	Licensed Family	Certified Family	Other
1. Number of families receiving child care services paid for from Grant						
2. Number of children receiving child care services paid for from Grant						

REPORT OF DIRECT CHILD CARE EXPENDITURES USING MATCH FUNDS						
Complete Name of Grantee						
Complete Name of Matching Jurisdiction						
Contact Person				Phone Number Email		
	Total	Licensed Center	Exempt Center	Licensed Family	Certified Family	Other
1. Number of families receiving child care services paid for from Match						
2. Number of children receiving child care services paid for from Match						

INSTRUCTIONS FOR AGGREGATE REPORT FOR COMMUNITY CHILD CARE INITIATIVES

Grantees whose grant plan or match descriptions included the costs of direct child care must submit a Child Care Aggregate Report on this form to the Child Care Section. Reports are due on these dates:

<u>Report Period</u>	<u>Due Date</u>	<u>Report Period</u>	<u>Due Date</u>	<u>Report Period</u>	<u>Due Date</u>	<u>Report Period</u>	<u>Due Date</u>
10/1/05-12/31/05	2/15/06	1/1/06-3/31/06	5/15/06	4/1/06-6/30/06	8/15/06	7/1/06-9/30/06	11/15/06

Report only children and families whose care is funded through grant dollars if completing the grant portion of the form or local funds if completing the match portion of the form. Report an unduplicated count of all families and of all children whose child care services are funded with this grant or your match to this grant.

Submit this report to Barbara Stiefvater, Child Care Section, P.O. Box 7972, Madison, WI 53707-7972.

8/05